

ERS

Emily Rose Scott

French/Italian into English translator and proofreader

ProZ Certified PRO 



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SPECIALISMS

- Medical
- Pharmaceutical
- Pharmacovigilance

CAT TOOLS

- MemoQ

CONTINUING PROFESSIONAL DEVELOPMENT

- “Translating Diagnostic Imaging” series
- “Haematology and Immunology” course
- “Understanding Cancer for Medical Language Professionals” course
- “Understanding Cardiovascular Diseases” course
- “Clinical Trials and Medical Documentation” course
- “SOAP Notes and Medical Charts” course
- “Where Regulatory Rules: Translating Drug Leaflets, Packaging and Labelling” course
- For a full list of courses completed, please visit my ProZ profile:
<https://www.proz.com/translator/1914982>

EDUCATION

University of Hull MA Translation Studies

2014 - 2015

Distinction with the award for Best Overall Performance in the MA Translation Studies.

15,000 word dissertation on medical translation.

University of Manchester

2010 - 2014

BA (Hons) French and Italian with one year spent in France and Italy

2:1 with Distinction in Spoken French.

EXPERIENCE

Freelance translator

July 2014 – present

Translator of various medical texts such as clinical trial documents (protocols, ethics committee correspondence, ICFs, adverse event reports, discharge reports), patient medical records and surveys, SmPCs, patient information leaflets, scientific articles, medical examination results (laboratory assays, diagnostic imaging reports, histopathology reports) and medical device documentation (technical and manufacturing manuals).

Reckitt Benckiser Pharmacovigilance Officer

March 2017 – September 2018

Writer of Period Safety Update Reports (PSUR), Addendum to the Clinical Overviews (ACO) and Risk Management Plans (RMP) for Reckitt Benckiser products to be submitted to the relevant competent authorities. I worked with documents such as patient information leaflets, SmPCs, clinical trial reports and adverse event reports to complete my reports. I was responsible for reviewing PSUR-related legislation, proofreading and quality checking reports, analysing and reporting on medical and scientific literature and documents, supporting drug safety officers around the world on the submission of safety reports and ensuring that reports were completed to a high quality standard and submitted on time.

REFERENCES AND RATES

Available upon request

Reckitt Benckiser, Hull, UK **July 2016 – March 2017**
Accounts Payable Query Clerk

Dealing with all Accounts Payable related queries including sending remittances, advising payment dates, completing statement reconciliations, resolving purchase order related issues, returning invoices to vendors to be amended and other similar Accounts Payable related tasks.

BSN Medical, Hull, UK **November 2015 – July 2016**
French Speaking Finance Associate – Accounts Receivable

Completing tasks in credit control, administration, invoicing and customer services, working as a team and independently, ensuring that all tasks were completed on time and to the high quality standard. I was responsible for all customer accounts in Andorra and one third of all accounts in France and for maintaining a good relationship with all of my clients via email and telephone.

Au Pair, Bergamo, Italy **February - May 2013**

Living with an Italian family for three months to experience the Italian way of life and their culture. I taught the family English, looked after three children, and completed household chores whilst attending the local university.

Telelangue, Paris, France **August 2012 - February 2013**
Project Management Intern

Working in a multilingual environment, using English for my tasks but French to communicate with my colleagues. I created English language e-lessons on English grammar and vocabulary for the company's website.