Sharon Vandermerwe

- Linguist / Translator / Editor -

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PERSONAL PROFILE

Sharon Vandermerwe has over 10 years' experience as a full-time **specialist Medical / Physiological / Health Sector** translator. She has a **B.A. (Languages)** degree, two Project Management diplomas, a certificate in html/css and web design, as well as a TEFL diploma, a Paramedic First Responder Diploma, a **Biochemistry Diploma** and Human Anatomy and Physiology Dipoma, amongst others. She has been **translating professionally** since 2002.

Her language pairs include:

- English (1st Language)
- Dutch > English (1st Language)
- German > English (2nd Language)
- Afrikaans > English (1st Language)

Her high integrity, **strong work ethic** and creativity brings tremendous **positive energy** to clients and projects, and she subsequently maintains strong ongoing relationships with past employers and clients alike. References are available on request.

QUALIFICATIONS

- **Bachelor of Arts** University of the Witwatersrand, South Africa 1990 (**English, German, Linguistics**)
- **Paramedic / First Responder Diploma** Emergency Service Training Academy, Johannesburg 1988-89
- **H. Cert Project Management** Damelin Business College, Johannesburg South Africa 2002 (Distinction)
- **ICDL** Computer Society of South Africa 2002 (Distinctions)
- **TEFL** International Career Institute (i-C-i Ireland) 2005
- **Certificate of Digital Marketing and Web Design** Raffles Business College, Auckland, New Zealand 2009
- **Diploma in Biochemistry** (Centre of Excellence UK) 2023
- **Diploma in Anatomy and Physiology** (Centre of Excellence UK) 2023
- **Currently in process: Introduction to Nursing and Introduction to Physiotherapy online courses 2024/25**

ONGOING PROFESSIONAL DEVELOPMENT

- **Translating Diagnostic Imaging Certificate (ProZ)**
- **Clinical Trials and Medical Documentation Certificate (ProZ)**
- **The ABCs of Medical Translation: Strategies to Identify and Translate Medical Acronyms and Abbreviations (ProZ)**

Professional membership of **The European Medical Writers' Association**, **The Editors' Guild, SeNSE Netherlands,** and **The Society of Authors Translators Association UK**

I am responsive, reliable, conscientious, always meet deadlines and am easy to work with.

RECENT EMPLOYMENT HISTORY

Director of Áthas Communications: Translations and Communications Consultancy (Est. 2010)

MEDICAL TRANSLATION WORK:

- Translation of **clinical website** texts and marketing materials, **Health care brochures**, **Informational leaflets** and **brochures for patients, radiology/ultrasound reports, package inserts** as well as **GP and Patient administration forms**

- **Freelancer to The Language Doctors (USA): personnel medical files from GP and physiotherapy practices**
- **Freelancer to Ameriling (USA): GP reports**
- **Freelancer to Mission Translate (UK): medical research and clinical trials, medical devices, package inserts, medical flowcharts, PowerPoints, etc.**
- **Freelancer to VeraSci (USA): package inserts, clinical assessment back-translations**
- **Freelancer to Transharvest Agency: medical files**
- **Various private clients requesting personal medical file translations**

TRANSLATION QUALITY AUDITING

- **Occasional freelance QA projects**
- **Some QAs for TLD**
- **Some back-translations with QA for VeraSci**
- **Some QAs for private individual clients and for Mission Translate UK**

GENERAL TRANSLATION WORK:

- Translating, editing and proofreading fiction and non-fiction manuscripts for publication
- Translation of legal, financial, medical and corporate documents and surveys (English/German/Dutch/Afrikaans)
- Consultancy Services to private clients, incl literature translation and copy editing, proofreading, commercial translation projects, website projects, **language quality assurance projects**
- Language and Communications Services (incl developmental editing, original writing & content provision)
- Localisation of online marketing strategies

PROFESSIONAL MEMBERSHIPS

- The European Medical Writer's Association (Mem. No. 21759)
- societyofauthors.org/Groups/Translators (SoA ID Number: 67073)
- www.editors.org.za/ (Professional Editors' Guild ID Number: VAN077)
- www.sense-online.nl (Dutch professional linguists association)
- www.translatorscafe.com/cafe/member399260
- https://www.proz.com/translator/2838749

CAREER OVERVIEW

2006 – 2009	Spicers Wealth Management (NZ): Digital Marketing & Communications
2009 – 2010	Tower Financial Services Division (NZ): Communications
2010 – 2015	Freelance Professional Translator & Literary Editor (Ireland)
2015 – 2017	Pearse Trust – International Communications Manager (Dublin)
2003 – 2023	Freelance Professional Medical Translator (Dubln)

TRANSFERABLE SKILLS

Linguistic Skills

- Excellent oral and written communications skills
- Fluent English, Afrikaans, Dutch (all 1st language), and German (2nd language)
- Creative writing, translation, transliteration, **quality assurance** and localisation skills

Computer Skills

- **CAT Tools: SmartCat; SDL Trados; MemoQ; MateCat; XML; etc.**
- **QA Tools: XBench**
- Advanced MS Word, Excel, PowerPoint, & Access skills
- Microsoft Dynamics Client Relationship Management Software
- Various bespoke CMS & CRM systems
- HTML, CSS, Dreamweaver, and other webdesign software
- Adobe Indesign, Acrobat, Photoshop and other similar programmes
- eDM bespoke systems
- Remote working tools: ZOOM, Harvest, Asana, Skype, Slack, Webex, GoToMeeting, etc..

Leadership Skills

- Strong relationship building and networking skills
- Strong attention to detail and strong research and presentation skills
- Confident, articulate clear thinker and communicator
- Attention to detail
- Approachable and friendly manner