

*Carol Rush*  
**BA(Hons); Dip Trans (Distinction)**

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**French – English Translator and Proofreader**

Source Language: French  
Target Language: British English (native speaker) / US English  
Specialisations: Legal, business, international development, environmental, tourism, general.

**Professional Experience**

**Translations (since 2005)**

Business / legal: contracts, agreements, personal documents (CVs, birth/death/marriage certificates), deeds of sale, company proposals, court transcriptions.

International Development: Proposals, reports, specifications.

Environmental: Proposals for urban development (eco awareness), Mining proposals and solutions, water and housing solutions.

Tourism: Marketing material, tourism websites, tour itineraries.

NGO: Regular volunteer translator for Translators without Borders

**Proofreading / Editing**

Proofreading of numerous documents in a variety of fields; editing of documents for meaning, style, consistency and grammar quality.

**Training**

2012: Legal terminology for Translators, Commercial Law

Contracts and contract formation for legal translators (eCPD Webinars).

2011: Trados Freelance Suite 2009

2002: FPA 1: Financial Planning Association Certificate (Financial Advisory Training, London UK).

**Qualifications**

**1998**: Diploma in Translation (received cum laude), University of South Africa, Cape Town, South Africa

**1997**: Postgraduate Bachelor of Arts (Honours) in French Language, Literature and Translation, University of Cape Town, South Africa

**1996**: Bachelor of Arts in English & French Language and Literature, University of Cape Town, South Africa.

**1995 / 1996**: Advanced Diploma in Teaching English as a Foreign Language (Business English)

**Software**

Windows 7, Office 2009 applications, Adobe Acrobat, Internet