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COMMERCIAL AND LEGAL TRANSLATIONS FRENCH & SPANISH INTO ENGLISH

TRANSLATION SERVICES

- **French Culture & Industry:** Tourist brochures and websites, Museum and exhibition materials, Food & Drink, Wine, Cosmetics & Fashion, Sport & Leisure, Music
- **Marketing:** Marketing plans, Market research, Websites, Product information
- **Business:** Internal and external reports, Management Training, Human Resources, Audits
- **Legal:** Contracts and agreements, Terms and Conditions, Regulations, Minutes, Memorandum and Articles of Association, Writs & Summons, Certificates, EU documentation
- **Revision, editing and proofreading of translated texts.**

QUALIFICATIONS AND EXPERIENCE

- Freelance translator since **2001**.
- Translation Project Manager 1997-2000.
- Teacher of English 1992-1997.
- **Examiner for the Institute of Linguists** Educational Trust, Diploma in Translation (French to English), since 2017.
- **Examiner for the Institute of Translation and Interpreting** membership examination (French to English), since 2013.
- **Winner of the John Hayes Prize** for outstanding performance in the ITI examination, 2011-2012
- **MA** in Technical and Specialised Translation, University of Westminster, 2001 (Distinction)
- **BA** in French and Spanish, University of Sheffield, 1992 (2:1)
- Certificate in **Editorial Skills**, London School of Publishing, 1997.

Member of the **Chartered Institute of Linguists, UK**

Member of the **Institute of Translation and Interpreting, UK**

CAT TOOLS: SDL Trados Studio 2017