

Ian Davies

Translation and Language Specialist

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Location: Devon, UK (GMT+1)

I'm a highly motivated language professional specialising in IT and technical translation, with an MA in translation studies. I translate texts into my English mother tongue from French, Italian, Japanese and Spanish. As well as translation and editing work, I'm also an active web developer and language tutor.

Freelance Experience

2015 – Present

Technical Translation

As somebody working in IT, I regularly translate projects related to tech. Here is a recent selection:

Information technology

- UI for desktop and mobile applications;
- Back-end for university admissions portals;
- Specifications for server network plans.

Science and engineering

- Laboratory procedures and safety guides;
- Calls to tender for steel casting equipment;
- Specifications of oil extraction machinery.

Transport

- Technical manuals for onboard wi-fi installation;
- Contracts for tram and metro infrastructure;
- Cabin crew safety drills for airlines.

Web Programming

- Modern responsive web designs for mobile/desktop using the Bootstrap framework;
- Bespoke PHP applications for the client's needs;
- Customised templates for WordPress;
- Search optimisation and goals analysis.

Hotel/B&B websites (e.g. forddownfarm.uk):

- Creation of intuitive booking systems;
- Synchronised availability of rooms and pricing with Booking.com, Airbnb and others;
- Dashboard for owners to manage all bookings;
- Offline card reader support for payments over the phone or in person.

eCommerce/online stores (e.g. acornsaddlery.co.uk):

- Systems for catalogue management, stock control and customer information;
- Online payment processing through PayPal, Stripe, Worldpay and more;
- Integration of OpenCart commerce platform.

In-house Experience

Alpha CRC, Cambridge, UK 2012 – 2014

English Translator

- Translating texts for the company's clients from French, Italian and Spanish into English;
- Checking consistency of the team's translations;
- Localising US content for the UK and Australia;
- Providing training for new translators.

General Translation

Translation of many materials into English, including letters, contracts, manuals, brochures and websites:

Culture and tourism

- Publicity material for cities and theme parks;
- Information panels for museums and galleries;
- Game tournament organisation and advertising.

Politics and government

- Reports for international organisations;
- Academic essays for human rights groups;
- Conference transcripts for politicians.

Daily work also includes proofreading, managing translation memories and term bases in MemoQ, and liaising with colleagues and clients. I also provide interpreting services when location allows.

Language Teaching

Teaching the following programmes in Japan:

- English degree courses at three universities;
- Business English at the premises of banks, pharmaceutical companies, travel brokers, advertising agencies and government ministries;
- Preparing employees for business trips, relocations, presentations and commercial bids;
- Exam preparation at cram schools;
- Private English, French, Italian and Spanish lessons for students around the Tokyo area.

Summer positions at Harrow School, London, UK:

- Lead teacher on the Japanese programme;
- Assistant Director of Studies and EFL teacher on the European programme.

Additional tuition in Italy and Spain:

- In-house at telecoms and gas companies;
- Cambridge exam preparation classes;
- French tuition for middle school students.

Operations Assistant

- Preparing client files/TMs using filters & RegEx;
- Providing CAT and systems support, troubleshooting bugs and researching fixes;
- Creating workflows for large projects divided between many translators and languages.

University Study

Master of Arts in Interpreting and Translating

University of Bath 2010 – 2011

French and Italian translation into English;
Simultaneous, consecutive and liaison interpreting;
EU/UN institutions and globalisation issues;
Spanish and Japanese language modules.

Dissertation awarded with Distinction

Bachelor of Arts in French and Italian Studies

University of Warwick 2006 – 2010

Essay writing, linguistics, translation and fluency;
Erasmus year at the University of Bologna SSLMIT;
Study of culture, history, literature and cinema;
German and Japanese language modules.

First Class with Honours

Skills

Languages

UK English mother tongue

Fluent in French, Italian, Japanese and Spanish

Actively learning Korean and Mandarin Chinese

IT

Software: MemoQ, SDL Trados, Office 365, Adobe Creative Cloud, Windows 10, Linux Mint

Programming: PHP, HTML, CSS, JavaScript, RegEx

Internships

Council of Europe, Strasbourg, France – 2011

Translator and interpreter

TSF98 FM, Normandy, France – 2008

Radio technician and interpreter

Bologna City Council, Emilia-Romagna, Italy – 2009

Web Editor and interpreter

Musée des Automates, Normandy, France – 2006

Translator and bilingual receptionist

Additional information

Personal qualities: hardworking, meticulous, reliable, curious, organised, enthusiastic, dedicated, understanding.

Interests: information technology, international relations, Asian culture, European heritage, world history, economics, linguistics, travel, foreign languages, photography, programming, astronomy, particle physics.

Extra qualifications: CELTA (B) from Cambridge Regional College; CELTYL Extension from International House Barcelona; First Aid HSE Compliant (valid until July 2019); A2 level Biology/Chemistry/French and AS level English/Physics from North Devon College; 13 GCSEs at A*/A grades from Park Community School, Barnstaple, UK.