

Elisabeth Coles

a: 24 Lester Grove
Hazlemere
Buckinghamshire HP15 7HW
e: isby@hotmail.co.uk
t: +447783 116783

Employment

Language Pairs

- FR>EN
- IT>EN

Standard Rates

Translation:
£0.06/word

MTPE:
£0.05/word

Proofreading:
£0.04/word

Freelance Translator and Proofreader- 2020-present

- **Main areas of expertise: clinical trial documentation, financial reports, terms & conditions, legal documents (including at EU level), marketing material**
- **Experienced in translation, MTPE and proofreading**
- **Proficient in memoQ and Trados**

RWS Group, Chalfont St Peter- 2017-2020

- **Word-by-word proofreading of translations prepared by in-house and external technical and creative translators**
- **Hands-on experience with a large variety of technical documents, including engineering and chemical patents, legal papers and medical journals**
- **Additional experience with more creative documents such as marketing material, staff training manuals, newspaper articles and children's books**

Education

University of Portsmouth- 2012-2017

MA (Hons) Translation Studies - Merit

- **Modules in translation theory and technical translation**
- **Independent translation project with commentary on an Italian murder-mystery novel, totalling 8,500 words**
- **Dissertation subject: a separate personally-selected translation with commentary totalling 15,000 words**

BA (Hons) Applied Languages - 2:1

- **Final year modules: French, Italian, FR-EN translation and English linguistics**
- **Dissertation subject: issues of translating humour from English to French in a book by Spike Milligan**

Other Experience

Sea Cadet Corps, TS Pelican Ruislip Unit

Petty Officer- April 2018-Present

- **Aims to give young people the best possible head start in life through nautical adventure and fun**
- **Supervising and leading exercises at Monday evening meetings for the Junior cadets, including community involvement and water-borne activities**
- **Reinforcing leadership, organisational and communication skills in a personal capacity through engagement with the cadets and through staff training programmes**

References available upon request