

EMILY WEST

FRENCH TO ENGLISH TRANSLATOR & EDITOR

CONTACT

 +1 512 773 1297

 emilyrwest@gmail.com

 87 Waller Street, Austin, TX 78702

 www.frenchtranslation.expert

EDUCATION

MA in French Translation

Summa cum laude

Kent State University

2005 – 2007

BA in French / English minor

Summa cum laude

Texas Tech University

2001 – 2005

AFFILIATIONS

Am Translators Assoc.

Am Lit Translators Assoc.

Writer's League of Texas

SKILLS



Content Management

Information Design

Translation Technologies

Terminology

PROFILE

Seasoned translator who communicates fluently across cultures and levels of abstraction with meticulous attention to grammaticality, rhetorical situation, and congruity. Lifelong linguaphile and philomath, with over a decade of experience in the translation industry, seeking opportunities to collaborate on technical, commercial and literary projects.

EXPERIENCE

TRANSLATOR AND EDITOR

Self-employed | Austin, TX | 2008 – Present

Translate and edit technical, commercial, legal and literary texts from French into English. Manage multilingual projects and remote contributor teams. Format materials for publication. Perform translation tests on behalf of agencies bidding for contracts. Create terminology policies and style guides. Research authoring conventions and parallel texts to produce translations with normative equivalence. Recent projects include: intellectual property litigation documents; technical manuals; corporate reports; white papers; eLearning modules; software; websites; press releases; and procedural guidelines.

- Zero missed deadlines
- 100% customer return rate
- Publications include three bylines for nonfiction books in the fields of physics, psychology, and memoir

PROJECT MANAGER

One Planet | Pittsburgh, PA | 2007 – 2008

Coordinated over 16,000 hours of multilingual translation and software localization. Implemented migration from manual version control and terminology management process to a centralized content and web management ecosystem. Created and maintained customer terminology and corpora databases. Analyzed multimedia files and prepared proposals. Authored vendor qualification tests and guidelines for in-house and freelance contributors. Edited English files and provided desktop publishing support using Microsoft Office and Adobe Creative Suite applications (InDesign, Illustrator, Photoshop, and Flash).

- Profitability benchmarks met or surpassed in 100% of projects
- Recognized for outstanding customer-facing and internal business communication skills

GRADUATE ASSISTANT

The Institute for Applied Linguistics at Kent State | Kent, OH | 2006 – 2007

Tutored undergraduates in French grammar and syntax. Supported the Director of the IAL, performing research tasks, formatting documents and correcting bibliographies for journal publication. Directed French conversation hours.