Gwynneth Kably

PERSONAL DETAILS

Contact Details: +263772239319 (Mobile)
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SUMMARY

Experienced (30 years) French/ Portuguese to English translator, now specializing in the translation of medical and pharmaceutical material and with substantial experience in international development, agriculture, forestry, ICT and gender. I also provide proofreading, editing and machine translation post-editing services.
My average translation volume per week is 30,000 words.

LANGUAGES

English (mother tongue)
French
Portuguese

EDUCATION

Ongoing	**Post-Graduate Diploma in Clinical Research and Medical Writing**, James Lind Institute
1997	**Post-Graduate Diploma in Translation**, University of South Africa
1992	**BA (Hons)** in French and Portuguese, University of Zimbabwe
2002	Microsoft Certified Systems Engineer (**MCSE**)

SELECTED TRANSLATION EXPERIENCE

I translate at least 30,000 words a week, mainly in the medical and pharmaceutical domains, with documents including:

- Clinical trial documentation
- Package inserts
- Informed consent forms
- Pharmacovigilance documentation
- Discharge summaries
- Summaries of Product Characteristics
- Cardiology reports
- Surgical reports
- Scientific journal articles

My work in the fields of international development, agriculture, forestry, ICT and gender includes:

- 200,000 words on forestry and climate change in the Congo for the FAO of the UN
- An e-book on the digital divide in Africa
- An overview of open knowledge in Francophone Africa
- ICT policy papers for various African countries

OTHER PROFESSIONAL EXPERIENCE

March 31, 2003 – October 2006
Network Administrator, Food and Agriculture Organisation (FAO) of the United Nations
Terms of reference included:
- Help-Desk services
- Hardware and software deployment, maintenance and repair
- Office equipment installation and troubleshooting
- Local Area Network (LAN) configuration and maintenance
- IT procurement and budget planning.

February 1997 – December 2002
IT Coordinator, International Finance Corporation (IFC)
Terms of Reference included:
- Installing, monitoring and troubleshooting server and client hardware and software.
- Monitoring network and communications equipment
- Assessing office technology needs, and implementing solutions.
- Providing training and help-desk type support

February 1994 – January 1997
Bilingual Secretary, COMESA Bankers' Association
Terms of Reference included:
- Organisation of conferences on subjects related to banking
- Liaison with top-level banking officials in host countries
- Provision of logistical and on-site conference support
- Translation of all conference documents and reports from French to English
- Production of a quarterly newsletter

REFERENCES

On request