

Mary Murata

Japanese > English Freelance Translation, Interpreting
and Proofreading

CV



- Associate Member of the Institute of Translation and Interpreting
- Native language – English, qualifications in Japanese Language, English Language and Translation
- Hold professional indemnity insurance
- Expert in use of CAT tools, TRADOS 7 installed
- 14 years resident, 10 years in business in Japan, now based in UK

Personal Details:

Nationality: British, native language English

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Education and Qualifications:

Professional Qualifications:

2003-2004 MA. Applied Translation Studies (grade; merit), Leeds University,
Centre for Translation Studies.

The course comprised modules in both theoretical and practical aspects of translation, including use of CAT tools. For my 'extended translation' module I translated excerpts from 'Nejimen Saigō saa' (Nejime no Saigō san) a play about Saigō Takamori by Yotsumoto Junichi written in Kagoshima dialect, and excerpts from 'Igirisu wa Yukai' by Hayashi Nozomu.

1995: Japanese Language Proficiency Certificate; Level 1.
1994: Diploma in teaching English as a foreign language, English Language Centre, London.
1992: Certificate of teaching English as a foreign language, RSA Cambridge.
1990: Word Processing Stage 1, RSA.

School and Higher Education:

2000-2003: BA. (Hons) English Language and Linguistics, University of York.
Grade; first
1982-84: Derby Lonsdale College of HE, BA. Photographic Studies (course not completed)
1979-81: St Peter's School, York
A levels: French (C) German (D) Maths (C) General Studies (D)
1975-79: Hustler Comprehensive School, Middlesbrough
O levels: French (A) German (A) Maths (A) English Lang (A)
Geography (B) Science 1 (C) Science 2 (C)

Work Experience:

2000-present: **Freelance Translation and Proof-reading.** Since returning from Japan I have been working part-time as a freelance proof reader and translator. I started to work as a full time translator from June 2004. I have wide experience of translating business, marketing and publicity materials.

Recent translation work:-

I specialise in marketing materials such as press releases, market research survey questions and results, market research interview transcripts etc. Also business related documents such as emails, 'Responsible Care' environmental policy document, and other publicity documents; contracts, company guidelines, certificates and other general legal documents. In addition I translate magazine and newspaper articles for publication and informational purposes; advertising materials such as copy for catalogues and captions for calendars.

Recent interpreting work;.

Visit of Japanese delegation to JSR Genetics and APMC.

Telephone and face-to-face interpreting, NHS.

Immigration Tribunal

Recent proof reading and translation checking;

Software manual for dental and other software, Laura Ashley magazine article, business emails and other documents.

Other proofreading work includes academic journal articles, abstracts for academic papers and dissertations, clients include Senshu University, Tokyo, Leeds University (Dept of East Asian Studies), PhD. students of York University and Leeds University.

I am fully trained in the use of CAT software and have Trados7 installed on my personal computer. I also work with MS Office (Word, Excel etc).

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| 2006- | Visiting Lecturer – St John's University College, York
Teaching Japanese language. |
| 2004- 6 | CAT tools demonstrator (part time), Leeds University
Assisting during the Computer Assisted Translation component of the MA in Applied Translation Studies course. |
| 2004 -5 | Japanese Language Instructor (part time), Leeds University.
Teaching undergraduate students Japanese language. Also oral and written exam marking and course work marking. |
| 2000 | Translator and overseas student liaison (part time). Kanoya National University of Physical Education, Kanoya, Japan. |

I was responsible for translating the university prospectus and website into English, and also translating any overseas correspondence and liaising between overseas students and administrative staff.

1992-2000: **Owner/Manager and Head Teacher. Kingfisher English School, Kagoshima, Japan.**

Referees:

Available on request