

## Beverley Newman

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ProZ Profile : <http://www.proz.com/profile/1314517>  
Nationality: : British (English mother tongue)

### PROFILE

Professional Freelance Translator from German, French and Italian into English, specialising in:

- Business communication / human resources
- Marketing / tourism
- Environment / sustainable energy resources
- General medical / pharmaceutical
- Veterinary medicine

and Professional Freelance Interpreter working in French, German, Italian, Portuguese

Experience:

- Translating freelance in the areas of business communication and human resources, marketing and tourism, and renewable energy resources, with some general medical work (PILs, patient reports, medication test reports, clinical trials); proofreading of medical and technical texts
- Working part-time from May 2014 to 5 October 2015 for a European veterinary exam provider (ESVPS) as German and French exam coordinator (post subject to redundancy)
- May, November '14, March - early April, June, July and August 2015: temporary contracts as International Hostess (German translation and interpreting) on Cunard's Queen Elizabeth, Queen Mary 2 and Queen Victoria, sailing Southampton – Hamburg –Oslo – Hamburg – Southampton, Sydney to Los Angeles and Southampton - St Petersburg – Southampton (total time of contracts: 7 weeks)
- Previous experience of translating and interpreting while working for a French company in the field of tourism in various locations, and while teaching English in Egypt and Portugal

Background:

- Graduate in German, French and Italian, plus post grad teaching certificate
- MA in technical and specialised translation (German and French into English)
- Wide experience of business communication, human resources and marketing through work in education management and tourism and through teaching English for business purposes

IT Skills: proficient user of Microsoft Word, Excel and Power Point, experience using Trados, MemSource and MemoQ

Associate of the Institute of Translation & Interpreting

Member of ProZ.com: <http://www.proz.com/translator/1314517>

Current CRB certificate for translation (Jan 2014) and DRB for teaching (January 2017)

QTS in UK (since 1981) and registration with Education Workforce for Wales from June 2015

Other languages: Portuguese (good spoken production and receptive skills), Arabic (intermediate spoken production and listening comprehension, basic reading and writing), Romanian (basic speaking and listening skills, intermediate written comprehension)

### EDUCATION

2010 – 2011 : University of Westminster, London, MA in Technical and Specialised Translation (German, French, Romanian) (merit), including a course in public service interpreting (Italian) + evening course (A2) in Arabic

1980 - 1981 : St Martin's College of Ed., Lancaster, PGCE in Modern Languages

1976 - 1980 : University of Lancaster, BA Hons. in German, Italian, French

### **OTHER QUALIFICATIONS**

March 2007 : Management Development Part II (British Council)

February 2004 : Training for Trainers (British Council)

July 2003 : MRS Advanced Cert. in Market and Social Research Practice

October 2002 : British Council Interactive Marketing Award

May 1999 : Management Development Part I (British Council)

June 1994 : Diploma in TEFLA, (RSA / University of Cambridge)

### **OTHER WORK EXPERIENCE**

#### **Teaching:**

January –

October 2015 : Supply teaching at primary schools in South Wales, secondary school in Ross-on-Wye (German and French)

Summer 2014 : English Teacher at Sidmouth International School, Sidmouth, Devon

1998 – 2010 : Senior Teacher, British Council, Porto, Portugal

- Branch management
- Administration of adult and company courses, including negotiation of contracts in Portuguese and translation of documentation into English
- Course development and quality control (adults and Business English)
- Line management of teachers
- Resource management
- Recruitment of teachers
- Teaching English

1996 – 1998 : Coordinator of the English for Business Programme, BCU, Cairo, Egypt

1995 – 1998 : Teacher in the Business Communication Unit, British Council, Cairo, Egypt

1991 - 1995 : Teacher of English at the British Council, Cairo, Egypt

1981 - 1984 : Teacher of English at public and private schools in Germany

#### **Tourism:**

1990 - 1992 : Tour Operator / Reservations Supervisor, Isis Travel, Cairo

1988 - 1990 : Company Representative in Cairo for Hayes and Jarvis Travel, London

1987 : Assistant in travel agency, subsequently tour guide in Sinai for Neot Hakikar, Eilat, Israel, involving interpreting from and into English, German, French

1984 - 1986 : Employed in administration of holiday villages in Sicily, Bahamas, Haiti, Sardinia and Israel by Club Méditerranée, Paris, involving translation and interpreting in German, French, Italian and English