

Keren Terret

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Personal Information

Licensed to issue tax receipts.

Summary

Experienced freelance Hebrew→English translator, English editor and proofreader with an academic background in Life Sciences, Social Sciences, and Education. Articulate native English-speaker with a love and flair for the English language seeking freelance work to enrich and supplement business from existing projects.

Areas of Expertise

Medical – clinical trials, pharmaceutical leaflets, medical and hospital reports, etc.

Academic – essays, papers, dissertations, research

Scientific – articles, reports, dissertations

Business & Marketing – business plans, executive summaries, proposals, brochures, company profiles, etc.

CVs/ resumes / cover letters

Cosmetics & Toiletries – product information

General – websites, letters, certificates, menus, etc.

Professional History

2005 - Today **Chief Translator & Editor** **Freelance IL, Modi'in**

- Translate and edit articles for publishing in distinguished academic journals including the *Journal of Career Development*, *British Journal of Sociology*, *Israel Law Review*, *Leadership Quarterly*, *Journal of Sports and Social Issues*.
- Provide expert medical and scientific translations in a variety of sub-specialized fields.
- Translate a plethora of additional material in the areas of expertise mentioned above.

1998 – 2005 **Freelance Translator & Proofreader**

- Translated and edited Master's and Doctorate dissertations.

1997- 2005 **Private English Teacher**

- Taught individuals and groups that range from 2-20 people, covering academic levels from preschool to matriculation, and beyond.
- Covered subject matter that includes teaching basic skills such as reading and writing, grammar, vocabulary enrichment, listening comprehension, and conversational English.

1998-2004 **English Teacher** **'Bavli-Yerushalmi Hameuchad' State School, Tel Aviv**

- Taught heterogeneous classes, grades one to five.
- Planned and prepared creative and original teaching materials such as games, worksheets, tests and quizzes.

Education

1997-1998 ***Diploma of Education Teaching English as a Foreign Language (EFL)***
Talpiot College, Tel Aviv

1992-1996 ***B.Sc. (Dietetics)***
University of British Columbia, Vancouver, Canada

- Graduated *magna cum laude*.

Additional Skills

Languages: English- mother tongue
 Hebrew- at mother-tongue level
 French- basic command of verbal and written language

Personal: Possess excellent interpersonal and organizational skills, high work ethic, service-oriented.

Computers: Proficient in Windows and Linux Operating Systems, Microsoft Office applications (Word, Excel, PowerPoint, Outlook), quick and efficient Internet research, all email applications.

References and sample work available upon request.