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Experienced Associate Member of the Institute of Translation and Interpreting (AITI), providing translation and revision from French and Spanish into English and English editing services for NGOs and UN organizations. I am passionate about languages and humanitarianism, and specialize in international development, education and journalistic translation, with special interest in gender, human rights and sustainability.

## **Education**

### **MA Translation Studies (Distinction) | 2017–2019 | University of Portsmouth**

- Modules in Translation Theory; Translation Technologies; Professional Aspects of Translation; Spanish-English specialised translation (Journalistic and Cultural, Technical, Medical, Legal).

### **PGCE in Modern Languages (Qualified Teacher Status) | 2009 | University of Southampton**

### **BA French & Spanish (First Class) | 2008 | University of Southampton**

- Winner of the Brian Foster French Prize.
- English Language Assistant at the Universidad Politécnica de San Luís Potosí, Mexico (2006–2007).

## **Translation Experience**

### **Rebecca Ndhlovu Translations | 2020–Present**

- Translation, revision, editing and full post-editing of texts for the international development sector.

### **The Prisma Multicultural Newspaper | 2018–Present**

- Spanish to English Translator of [articles on a range of topics](#), including politics, rights and environmental issues, over 75,000 words translated.

### **The Rosetta Foundation/Translators without Borders | 2014–Present**

- Verified Spanish and French to English Translator: over 185,000 words translated and revised across a variety of humanitarian and development sectors.

Example projects include:

**Gender:** report on femicide for Oxfam Honduras.

**Peace and security:** security reports on West African and Sahelian countries.

**Health and nutrition:** report on malnutrition for UN OCHA in the Democratic Republic of the Congo, reports on health initiatives in Senegal.

**Sustainability and development:** report on the fair-trade coffee industry, document on land rights for rural farmers, toolkit for climate activists, summary report on forest management and climate change.

**Development policy:** reports on countries' national and international development policies for the OECD.

## Professional Experience

**Crisis Response Translation Project Manager | Translators without Borders | Apr 2019–Aug 2019**

**Translation Project Management Intern | Translators without Borders | Jul 2018–Jan 2019**

- Managing the entire lifecycle of crisis translation projects, in high-pressure situations and working to tight deadlines, communicating effectively with colleagues and translators.
- Skills acquired in terminology management through assisting in the running of Crisis Response glossaries, including term harvesting and glossary compilation.
- Assessing English source texts enabled me to develop specialist knowledge of the humanitarian aid and development sector and its terminology.
- Experience in remote working with colleagues and translators from across the world.

**Administrative Support | Translators without Borders | Jan 2019–Mar 2019**

- Administrative and HR recruitment support to the Nigeria Crisis Response Team.

**Teacher of Spanish and French**

**Kings' School, Winchester | Jan 2012–Apr 2017**

**Hampshire Collegiate School, Romsey | Sept 2009–Dec 2011**

- Developed strong communication skills through collaborative working with pupils and colleagues, teaching Spanish and French to pupils aged 11–18.
- Honed time management and organizational skills, meeting multiple deadlines and managing competing responsibilities.

## IT Tools

- SDL Trados, memoQ translator pro & Memsource
- MS Office applications
- WinCaps
- Sketch Engine, MonoConc & AntConc.

## Courses and Certificates

- Introduction to Humanitarian Translation – Translators without Borders
- Spanish to English Translation Workshop on Legal and International Development translations – Corinne McKay & Holly Mikkelson
- Editing and Proofreading for into English translators – Karen Tkaczyk.

## Memberships

- Associate Member of the Institute of Translation and Interpreting (AITI)
- ITI International Development & Cooperation Network
- ITI Spanish Network
- ITI Wessex Regional Group.

## References

Available on request.