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LUCY GAY

B.Ed.(Hons.) M.A., M.C.I.L., C.L.



CURRENT EMPLOYMENT

FREELANCE TRANSLATOR - FRENCH > ENGLISH

Assistant Examiner in French (AS and A level) for CIE (Cambridge International Examinations)

Visiting Oral Examiner in French (AS and A level) for AQA

LANGUAGES

I am bilingual in English and French (English-UK native) and also have dual nationality.

I have been a member of the Chartered Institute of Linguists since June 2010 and am a Chartered Linguist.

TRANSLATION EXPERIENCE

Freelance translator working with translation agencies and direct clients in the UK and Europe
Pro bono translator on the project currently being run by the University of Michigan to translate the Encyclopédie de Diderot et d'Alembert

TRANSLATION SPECIALISMS

Business and marketing: General business and marketing translation, communications, press releases, websites, product information, newsletters, agreements

Legal: Contracts and agreements, company statutes, employment contracts, property sales, power of attorney, family law

Personal documentation: Academic certificates, personal certificates and correspondence

Additional specialisms: History, Art, Music, Travel and Tourism

COMPUTER SKILLS

Windows 10

Microsoft Office suite 2016: PowerPoint, Excel, Publisher, Word

Mac OS

CAT TOOLS USED

MemoQ Pro

Memsources

SmartCat

DEGREES

1987-1991	Westminster College, Oxford B.Ed. (Hons) French, 2:1
2014-2017	University of Portsmouth MA (Merit) in Translation Studies (French)

OTHER QUALIFICATIONS

1971-1975	Millbrook Secondary Comprehensive School, Southampton 'O' level French, English Language, German, Domestic Science
1975-1978	Hill College, Southampton 'A' level French, Religious Studies, General Studies 'O' levels in Mathematics, Law
1978-1980	South Dorset Technical College, Weymouth Bilingual Secretarial qualifications
1984-1985	Totton Adult Education Centre, Southampton (evening class) 'A' level English Literature
1992	Godmer House School of English, Oxford RSA TEFL Certificate

WORK EXPERIENCE

1980-1982	Organisation for Economic Co-operation and Development, Paris, France Bilingual PA in the office of the Head of Personnel
1983-1984	International Baccalaureate Office, Southampton University, UK Bilingual PA, Foreign Language Examinations Office,
1984-1985	E W H Gifford and Partners, Chartered Surveyors, Southampton, UK PA to Partners working on various building projects
1985-1987	Cornwall County Council (Education Department), Truro, UK PA to CDT Education Adviser and INSET administrator
1991-1992	Oxford University Press, Oxford, UK Publishing PA
1992-2001	Working from home in France as a Teacher of English and French, France Freelance teacher
2001-2006	Forma2Plus, 3 rue Bellanger, 92300 Levallois-Perret, France Teacher of English (working from home) training professional clients throughout France
2005-2013	Translator (French to English) for Les Enfants Avant Tout Adoption, France
Sept 2009-May 2010	PA to the Vicar and Churchwardens, St Mary Magdalene Church, Taunton, UK Office and parish administrator
Dec 2010-May 2014	French Language Assistant, The College of Richard Collyer, Horsham, UK
August 2017-present	Freelance French-English translator

EXTRACURRICULAR ACTIVITIES

I have sung all my life and am currently a member of the Plymouth Philharmonic Choir. I also enjoy pottery and am trying to teach myself to play the cello again. I have had a long-standing love affair with France, having first visited at the age of 12 and have enjoyed two periods of living and working there. I lived in France the second time for 14 years before returning to the UK in 2006. Our family home remains in France and we continue to visit as often as other commitments allow.