

Curriculum Vitae – Freelance Translator

Thomas William Castle

PERSONAL SUMMARY

Highly motivated young professional, currently studying an MA in Translation Studies at Durham University, UK. Within and outside of the study context, I am developing my translation expertise, specialising in Spanish into/from English (and with growing competency in French and Mandarin Chinese) with a view to growing and increasing my experience in translation in a variety of genres, including literary, business/finance and journalistic.

Most recently I gained professional experience translating for an art gallery/museum and have prior work experience with non-profit charities and website translation for a Spanish translation agency. I possess outstanding organisational and communicative skills, and as a translation professional, am resourceful in researching necessary terminologies and topic-specific references. I am proactive and hard-working, remaining methodical even under stressful work circumstances and am wholly capable of professionally managing myself to maximise efficiency and quality during translation projects.

RELEVANT WORK EXPERIENCE

06/2019 → *Student Translator (freelance)*

06/2019 Zurbarán Centre for Spanish and Latin American Art, Bishop Auckland, UK

- Undertook 15,000-word Spanish > English translation of an art exhibition catalogue
- Carried out extensive research to better understand the text and translate accurately
- Liaised with client on project minutiae, including style and vocabulary
- Proactively and independently implemented project management and translation
- Completed in conjunction with MA: Translation Studies at Durham University



04/2014 → *Translator (freelance)*

05/2014 Anexiam Language Services, Girona, Spain

- Translated entire website text from Spanish to English
- Accurately converted industry-specific vocabulary and terminology
- Delivered the work on-time and to an “excellent” standard



03/2011 → *Volunteer Translator*

06/2014 Banana Link, Norwich, United Kingdom

- Translated texts on the international fruit trade and worker rights
- Worked in Spanish to English, and English to Spanish (to a lesser extent)
- Quickly turned around texts with appropriate technical/formal language



09/2012 → *English Language Teacher*

05/2013 Institut de Tecnificacio Esportiva, Amposta, Spain

- Worked with focused groups of 4-5 students, as well as full classes of around 30
- Students aged 13-18
- Assisted in developing students’ second language writing and speaking skills
- Helped to translate a local author’s novel from Spanish to English for a school project



EDUCATION

10/2018 → **MA Translation Studies (part-time) – Spanish to/from English**

06/2020 Durham University, Durham, United Kingdom



- Carried out weekly 500-word translations in business, technical, literary and journalistic genres
- Also completed several assessed translations at around 1000 words each
- Sought to achieve high-quality, nuanced work at all stages
- Developed an understanding of, and the ability to apply, key linguistic, cultural and sociocultural translation theories in the practice of translation
- Learned, in theory and practice, about the professional aspects of translation including project management, editing, revision, proof-reading and professional ethics
- Completed a month-long work placement as part of the course of study

05/2015 **TEFL (w/ Young Learners) 120 hours – Grade A**

Global English Institute (Online/Classroom)



- Studied aspects of teaching English as a foreign language, and different approaches for non-native learners
- Practiced lesson planning around key student learning areas
- Addressed dealing with a language barrier when teaching

09/2010 → **BA Modern Languages: Spanish – Grade 2:1**

07/2014 University of East Anglia, Norwich, United Kingdom



- Learned and improved ability in Spanish language to the level of fluency
- Studied practical translation as well as theories and issues around the topic
- Spent one academic year in Spain to work as a teacher and practice Spanish

LANGUAGE PROFICIENCIES

	Speaking	Reading	Writing	Listening
English	Native	Native	Native	Native
Spanish	C1	C2	C1	C1
Chinese	A1	A1	A1	A1
French	A1	A2	A1	A1

OTHER WORK EXPERIENCE

09/2018 → **Counter Staff**

present Zaps Burrito Bar, Durham, United Kingdom



- Prepared food and carried out cleaning tasks as part of a close-knit team
- Maintained high standards even under high-pressure situations
- Met and exceeded company standards for customer interaction and job performance
- Often went above and beyond the remit of job description

02/2017 → **English Teacher**

06/2018 Fujian Medical University, Fuzhou, China



- Gave lectures on culture, language and phonetics, as well as speaking classes
- Taught classes of up to 60 students
- Researched and prepared detailed, informative PowerPoint presentations

01/2016 → **English Teacher**

02/2017 York School of Foreign Languages, Fuzhou, China



- Taught students from 4-15 in classes of up to 16
- Presented content in fun and stimulating manners
- Monitored student development with progress reports, testing and homework