

# Sheila WILSON

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contact via [www.proz.com/profile/630232](http://www.proz.com/profile/630232)  
on WE(S)T as London (not Madrid time)

## Freelance Translator / Editor / Trainer trading as "Naturally in English"

**Native language** : British English  
**Translating from** : French (spent 15 years working in France)  
**Specialist sectors** : Marketing, Tourism and Hospitality

### Relevant experience

#### Translation/Transcreation from French (since 2007)

**Marketing** websites and other marketing texts, fashion and home decoration catalogues, publicity ...  
**Tourism and Hospitality** websites for campsites, hotels and tourist activities; guides, brochures, leaflets and flyers; client information sheets, posters, price lists, rental agreements, restaurant menus ...  
**Journalism** magazine articles on various subjects, press releases, promotional articles, press book ...  
**Education** university brochures, educational reports  
**Property** hundreds of estate agency property detail sheets  
**CVs** CEO, engineer, electrician, IT consultant, managers (logistics, communications, HR) ...  
**Other** e-book on paragliding, safety guidelines, information sheets, architect's portfolio ...  
**Pro bono** contributor to Translators Without Borders and PlaNet Finance (French microcredit NGO)

#### Proofreading and editing of English (since 1997)

Editing non-native texts: websites in all sectors, CVs, brochures, emails, art thesis, marketing reviews ...  
Revision of many fellow professionals' own marketing texts  
Editor and proofreader of science fiction novel: "Operation Revenge", by Clive Gillam (2015)  
Bilingual revision of FR>EN translations: websites, CVs, brochures, letters, emails, project reports  
Monolingual revision of translations: health regulations, banking review and many other short texts  
Proofreader of NGO submissions to the European Commission, conforming to the EU Style Guide  
QA consultancy service, providing the all-important final proofreading step prior to publication  
600+ English CVs: everything from bar tender to director, via geneticist, musician and translator  
Checking of texts for various NGOs; evaluation of over 200 FR>EN tests for TWB (Pro Bono)

#### Language training (since 1997)

Trainer/examiner for recognised Business English certificate classes (8 years)  
Trainer in EFL for public and private organisations - often, but not exclusively, within the tourist industry  
Leader of a monthly French job-centre workshop to prepare job applications in English (6 years)

#### Other

Contributor to "Diversification in the Language Industry", edited by Nicole Y. Adams (2014)  
Monolingual transcriptionist e.g. conference presentation by world leaders, group AGM  
Voiceover artist for a tourist attraction in a French resort

### Qualifications

2007	France	Certificate in FR>EN translation from Words Language Service (distance learning)
1996	Netherlands	Cambridge certificate in teaching English to adults (CTEFLa, now called the CELTA)
1995	Netherlands	Levels 1-4 of studies in French as a foreign language (DELF)
1975	England	Bilingual (French) Senior Secretarial Certificate, Kingston College of Further Education

### Additional Information

IT: Wordfast (CAT), PerfectIt (Editing), ExpressScribe (Transcription), MS-Office, Abbyy PDF Transformer  
Registered in Spain as a freelance translator, editor and trainer (autónomo)  
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