

# Graham Robert Lees

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## **PERSONAL STATEMENT**

I am an experienced professional with a demonstrated history of working across a range of industries including local government, public transport, and the insurance industry. I have a Master's Degree in French Language and Literature from the University of Auckland and I am enthusiastic about taking on new projects. I strive to produce quality work on time that both I and my client can be proud of.

## **WORKING LANGUAGES**

English, French and Spanish

## **RECENT WORK EXPERIENCE**

### **Freelance Translator – November 2015 – Present**

I have been working as a freelance translator since November 2015 and have worked on several projects that required translation, subtitling or proofreading services.

### **Assistant de langue – March 2017 – October 2018 (fixed contract)**

Vice-rectorate de la Nouvelle-Calédonie/Lycée Antoine-Kela in Poindimié, New Caledonia

I worked as an English Language Teaching Assistant at a high school in the north of New Caledonia.

My role involves:

- Working with students to improve their spoken and listening skills in English
- Lesson planning and development of teaching materials to correspond with the different groups' needs and level of competency
- Proofreading and correction of students' written work
- Producing transcripts of audio materials used in my classes and by other staff in the English department
- Organizing extra-curricular activities such as movie nights, Scottish Culture Week and an informal conversation class once a week for student seeking extra practice
- Track student participation in class and report any absences to the appropriate department

### **Note Taker/ Exam Supervisor – Casual Work Ongoing**

The University of Auckland Disability Services

My role involved:

- Taking accurate and relevant notes for students who were unable to do so or unable to attend their classes
- Compiling the notes taken in class into a readable and helpful document for the student

- Setting up and supervising in-semester tests or end of semester exams – strict adherence to the university regulation surrounding exam conditions was observed at all times

## **EDUCATION**

### **Master of Arts in French with First Class Honours – March 2016 – February 2017 at The University of Auckland**

- 40,000 word research thesis: “Le trauma de la décolonisation et la décolonisation du trauma: une étude du trauma dans deux romans algériens contemporains”

### **BA (Hons) in French with First Class Honours – March 2015 – November 2015 at The University of Auckland**

- Advanced French Language A & B (First in Class Award for Semester 2); Translation Theory 1 + 2; Advanced French Translation 1: Subtitling; Advanced French Translation 2: Metaphor
- 10,000 word dissertation on the literary representation of trauma in Assia Djébar’s *Vaste est la prison*

### **BA (French & Spanish double major) – March 2007 – November 2014 at The University of Auckland**

- Spanish Language
- Spanish Literature
- Latin American Literature
- French Language and History

### **NCEA Level 3 – February 2006 – December 2006 at Rangitoto College, Auckland**

- English
- Statistics
- Chemistry
- Biology
- French

## **PROFESSIONAL DEVELOPMENT**

Practical Proofreading & Copy-editing course from the NZ Writer’s College (July 2017 – Dec 2017)

## **Online Profiles**

<http://www.proz.com/profile/745232>

<https://www.translatorscafe.com/cafe/member211720.htm>

<https://www.linkedin.com/in/graham-lees-696879109/>

## **REFERENCES**

References are available on request.