

CV

Simon Thorley

8 Kingswood Court
NORTH SHIELDS
NE30 4DH

+ 44 (0) 7539-678 109

Skype: [simon.thorley3](#)

E-mail: info@scribesweden.se

Website: www.scribesweden.se

Date of birth: 23 July 1974, in London, England

Goals and ambitions

My career objectives include developing further as a translator and writer with a view to taking commissions in increasingly varied fields. I am also striving to improve as a copywriter, a discipline I find both rewarding and stimulating. My qualifications and experience as a journalist have helped me considerably in my career as a translator.

Personal qualities

Goal-orientated and well-organised, I enjoy new challenges and constantly strive to improve and develop. Over my professional life I have continually sought to gain new skills through training and education, and greatly appreciate the freedom and flexibility afforded by being self-employed, which also allows me to work in a variety of different areas.

Experience

November 2006–

Manager of Scribe: Translation & Journalism (translator from Swedish to English)

During this period I have handled translation commissions on behalf of a broad range of small and larger scale enterprises, trade organisations, governmental bodies and clubs and associations, among others.

Specialist areas have included translation of websites and advertising/marketing copy, texts within business, finance and accounting as well as press releases and editorial and journalistic pieces. My clients have included prominent companies such as **Stena Line, Bosch Nordic, Bright Relation AB, UC, Björn Lundén Information, Soliditet, Carpe Diem, TV4** and many more. In addition, in 2010 I translated a book of approximately 68,000 words – Björn Lundén's bestselling *Starta och Driva Företag* – from Swedish to English.

Large-scale, ongoing projects for which I am responsible include:

- *Bosch Moments* (40-page internal magazine for employees within the Bosch Nordic business unit) – twice a year.
- *Stena Line Connections* (40-page internal magazine for Stena Line employees) – four times a year.
- *Destination Gotland* (90-page tourist publication for visitors to Gotland) – once a year.
- Bright Relation AB white papers on customer and employee satisfaction theory – several times a year.

September 2005–March 2009

Head Coach/Director of Tennis, Hudiksvalls Tennisklubb, Hälsingland

Head coach responsible for junior tennis programme comprising around 100 players, as well as associated administrative tasks. Between 2007 and 2011 I worked as director of tennis for the club as a whole, overseeing the junior and senior programmes, booking and contract times in addition to accounting and marketing/sponsorship.

From 2008 to 2010, I took the role of club development officer for Tennis Norr (the Northern Swedish Tennis Federation) on a part-time basis, providing support to tennis clubs across the region of Northern Sweden. I later served as chair of Tennis Norr during a one-year term.

February 2002–January 2005

Teacher of English, Folkuniversitetet, Falun

Taught mainly Business English to local companies, for example, **NCC Construction, Stora Enso Research, Fortum Generation** and **Telia Sonera**. Also worked with translation during this period.

2003–

The Association of Chartered Accountants (SRF), Falun

Course leader/teacher for week-long London-based language course – English for Accountants – as well as leading two English language courses abroad for SRF's own staff.

November 1997–January 2000

Telemarketing Sales Representative/Team Leader – Convergys, Newcastle

Worked for one year as telemarketing sales representative on American Express programme. Gained promotion in February 1999 to the position of team leader, with responsibility for a team of 10 representatives – tasks included training, quality monitoring as well as reporting of results and general administration.

Education

February 2005–July 2005

Fast Track in Magazine Journalism – Brighton College, United Kingdom

Full-time course in magazine journalism accredited by the NCTJ (National Centre for the Training of Journalists). Course content included feature-writing, news-writing, layout and production, journalism law and local government and politics.

September 1998–June 2001

BA in Combined Honours (English Literature, Politics and History) – University of Newcastle

Upper Second Class Honours

Language skills

Fluent Swedish having lived and worked in Sweden from 2001 to 2014. Relocated to the UK in July 2014.

IT skills

Advanced skills in HTML, CSS and Adobe applications Photoshop, Illustrator and InDesign. Excellent working knowledge of Microsoft Word, Powerpoint and Excel. Experienced user of SDL Trados Studio 2013 CAT tool for translation projects.

Personal information

I have been married since 2002 and have an eleven-year-old son. In my free time I play tennis competitively and still work occasionally as a tennis coach in the local area. My interests revolve mainly around sport, although I also enjoy cooking, travelling and socialising.