

# Ian Davies

## Translator and Language Teacher (English, French, Italian, Spanish)



I'm a highly motivated language professional with a particular interest in science and technology. I translate French, Italian and Spanish into my English mother tongue at 2000-2500 words per day, with over 1.5 million words translated to date. I am also experienced with a range of CAT tools and fluent in several programming languages. I've lived in six countries and have a wealth of cross-cultural experience.

Location: Tokyo, Japan  
E-mail: [contact@iandev.net](mailto:contact@iandev.net)  
Website: [www.iandev.net](http://www.iandev.net)  
Born: 11 September 1987  
Nationality: British

## Translation work experience

July 2014 – Present  
(relaunched Sep 2016,  
formally [iandavies.eu](http://iandavies.eu))

*Ian Davies Language Development* (Kawasaki, Japan) – [iandev.net](http://iandev.net)

### Freelance Translator and Language Teacher

- Translating French, Italian and Spanish into English for companies and agencies around the world, particularly in the fields of IT, life sciences, film, business and tourism;
- Editing English texts drafted by Japanese speakers and proofreading translations from Japanese to English;
- Additional transcription, subtitling, translation QA, website development and SEO services;
- Teaching English and French to private clients around the Tokyo Metropolitan Area;
- Performing the role of Assistant Director of Studies at Harrow's BABSSCo summer school 2016;
- Providing tech support, IT consultancy and site upgrades to a number of web clients.

Apr 2012 – June 2014

*Alpha CRC* (Cambridge, UK) – [alphacrc.com](http://alphacrc.com)

### In-house Translator

- Translating texts from French, Italian and Spanish into English for clients in the sectors of engineering, technology, pharmaceuticals, transport, nutrition and banking;
- Reviewing the translations of team members to ensure accuracy and consistency;
- Localising US content for the UK, Australian and other English-speaking markets;
- Mentoring new translators and interns, providing training and giving feedback on translation quality;
- Standing in as language manager when required, allocating work within the team and liaising with PMs;
- Assessing test translations from potential candidates for HR.

Feb 2014 – Mar 2014

*Alpha CRC* (Cambridge, UK) – [alphacrc.com](http://alphacrc.com)

### Operations Assistant

- Preparing files for translation using filters and regular expressions;
- Responding to support requests from translators and project managers, assisting in person and remotely;
- Providing CAT tool and systems support, troubleshooting bugs and proposing workarounds and fixes;
- Processing statistics to visualise trends in the volume of client requests from different markets over time;
- Creating Excel macros to generate metrics of linguistic QA and departmental productivity;
- Making a standardised scheduling system for all language managers to keep track of task allocation;
- Writing walkthroughs for the intranet on CAT tool functionality and best practices in translation;
- Overhauling the company website to make it W3C compliant and search engine friendly.

Mar 2011 – Apr 2011

*Council of Europe* (Strasbourg, France) – [coe.int](http://coe.int)

### Placement as Translator, Proofreader and Interpreter

- Providing liaison interpreting for delegates at the 20<sup>th</sup> session of Congress between French and English;
- Translating press releases for the Directorate of Communication from French and Italian into English;
- Participating in multilingual meetings to develop the European Social Charter's new visual identity;
- Proofreading, editing and page setting the Council of Europe Activity Report 2010.

Sep 2009 – Oct 2009

*Bologna City Council* (Bologna, Italy) – [comune.bologna.it](http://comune.bologna.it)

### Placement as Translator, Web Editor and Interpreter

- Translating web pages, letters and transcripts from Italian into English and updating the web portals;
- Assisting with the organisation of intercultural exchanges between schools in Bologna and abroad;
- Guiding tour groups and interpreting at events in Bologna, Florence and Verona.

## University education

- 2010 – 2011 *University of Bath* (North East Somerset, UK) – [bath.ac.uk](http://bath.ac.uk)  
**Master of Arts in Interpreting and Translating**  
- Translation from French and Italian into English, including group extended translation projects;  
- Consecutive, simultaneous, liaison and public service interpreting from French and Italian into English;  
- Dissertation: translation and commentary of scientific journals on nuclear fusion (awarded distinction);  
- Institutions of the EU and UN; elements of law; issues in globalisation; Spanish improvers.
- 2006 – 2010 *University of Warwick* (West Midlands, UK) – [warwick.ac.uk](http://warwick.ac.uk)  
**Bachelor of Arts in French and Italian Studies** (first class with honours)  
- French and Italian language, translation, essay writing and oral;  
- Applied linguistics; foreign language teaching; 20th century Italy; French cinema; colonial literature;  
- Language Centre modules in German (level 3) and Japanese (level 1); SAS teacher training module.
- 2007 – 2008 *University of Bologna, Forlì campus* (Emilia Romagna, Italy) – [sslmit.unibo.it](http://sslmit.unibo.it)  
**Erasmus at the Faculty of Interpreters and Translators**  
- Translation theory and practice (English-Italian and French-Italian);  
- Consecutive, business and liaison interpreting (English-Italian and French-Italian);  
- Linguistics, Computer-assisted translation, language classes in English, French, Spanish and Japanese.

## Skills and competences

- Language skills      Mother tongue:      **English**  
Working languages:      **French (C2), Italian (C2), Spanish (C1),**  
Other languages:      German (B2), Japanese (B1)
- IT skills      **Translation (CAT) tools**  
- MemoQ filter creation, regex tags, segmentation, online projects, TM & TB management, QA configuration;  
- Trados Studio, Trados Workbench, Tag Editor, Idiom Desktop Workbench and xBench;  
- Online environments including SDL WorldServer, SDL TMS, Buzzsaw and JIRA.
- Web development**  
- Advanced knowledge of PHP, HTML5 and CSS; able to create entire websites and CMS using text editors.  
  Also proficient with JavaScript, jQuery, XML, ASP and .htaccess;  
- Knowledge of DNS and domain name configuration, able to set up web servers using Apache and Nginx;  
- Integration of packages such as WordPress, PayPal shopping cart, Google Apps and Office 365.
- General**  
- Expert user of Windows 10, 8, 7 and XP, and comfortable in most Linux environments;  
- Extensive knowledge of Microsoft Office 97 to 2016, including formula-driven data manipulation in Excel;  
- Proficient with Adobe Photoshop, Lightroom, GIMP, Paint.NET and other image editing software;  
- Familiar with remote desktop and remote assistance packages such as TeamViewer and VNC.

## Additional information

- Other work experience      - Three years teaching English alongside freelance translation work in Japan, Italy, Spain and the UK (at [AEON Hiyoshi](#), [The British School](#), [Inlingua Toledo](#) and [Harrow School](#) respectively);  
- Nine years of web development, tech support and online marketing for [Acorn Saddlery](#), Devon, UK;  
- One-month internship as radio technician, translator and editor at [TSF98 FM](#), Caen, France;
- Other education      *Cambridge Regional College, Cambridge, UK and International House Barcelona, Catalonia, Spain:*  
CELTA (Certificate in Teaching English to Speakers of Other Languages) and Young Learner Extension.
- North Devon College, Barnstaple, UK and Park Community School, Barnstaple, UK:*  
A2 level Biology, Chemistry and French; AS level English and Physics; 13 GCSEs at A\*/A grades.