

Cynthia J. Coan
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Objective: Employment as a translator of quality Spanish and Swedish language materials into English.

Clients to date include ForeignExchange Translations, ProTranslating, and Rossion, Inc.

Spanish Language Background:

Work Experience

- Spanish-English translator, 2007 – present. Translated items to date include bioscience and medical book excerpts, patient records, drug studies, articles, and legal documents.
- Abstractor of Spanish-language materials covering political and social sciences, July 2009.
- Information desk volunteer 1 day/week at local hospital, May 2008 – Feb. 2009. Assisted both English- and Spanish-speaking patients with paperwork, obtained information and identification from English- and Spanish-speaking visitors, explained visiting policies to speakers of both languages, and provided directions as needed.
- Library volunteer 1 day/week at local community college, Jan. 2005 – Apr. 2008. Library users I assisted included native Spanish speakers, sometimes with limited English knowledge.
- Library specialist at university library, Apr. - June 2003. Assisted in retrospective cataloging of special collection materials, including Spanish and other foreign language titles. Strong emphasis on Arizona, U.S. southwest and Mexico.
- Librarian at museum library, 1988 - 2002. Organized library collection that included Spanish-language print materials. Translated occasional Spanish-language correspondence.

Education

- Spanish to English translation certificate, New York University, May 2012.
- Spanish to English legal translation, level I (online course), New York University, Spr. 2012.
- Spanish to English medical translation, level I (online course), New York University, Sum. 2009.
- Spanish to English medical translation, level II (online course), New York University, Spr. 2011.
- Spanish to English technical translation (online course), New York University. Sum. 2010. Coursework included Spanish-language research paper on telemedicine.
- B.A. Minor: University of Arizona, 1984.

Swedish Language Background:

Work Experience

- Swedish-English translator, 2007 – present. Translated items to date include biosciences laboratory documents, patient records, patents, and drug studies literature.
- Abstractor of Swedish-language articles covering political science, sociology, and library science, Feb. – June 2009.
- Correspondence with Swedish relatives, including translations of Swedish letters into English, 1991 - present.
- Oversaw aviation library collection, 1988 - 2002. Organized, cataloged and indexed materials that included Swedish-language monographs and serials.

Past and Continuing Education

- Listen to Swedish-language radio, including *Stockholm Idag* news program.
- Have received *Vasa Star* (Swedish American bimonthly magazine) since early 1990s. Swedish language segments and Swedish lesson featured in each issue.
- Private lessons taught by native speaker of Swedish, 1991 - 1996.

Professional Memberships:

American Translators Association: Spanish Language, Nordic, and Medical Divisions.
Member since 2007.

National Council on Interpreting in Health Care (NCIHC). Member since 2008.

ProZ.com. Profile: <http://www.proz.com/profile/600510>. Member since 2009.

Subject Background:

Biosciences

- Translation of microbiology lab operating procedures.
- Indexed biosciences works include honeybees publication and college text books.
- Reference works include *Penguin Dictionary of Biology* and Ignacio Redondo's *Apicultura o tratado de las abejas y sus labores* [Beekeeping, or treatise on bees and their work].

Health and Medicine

- Translated texts include microbiology lab documents , drug studies, patient records, and articles.
- Have indexed health and medical titles, including works published by Elsevier, a major U.S. medical publisher.
- Worked with hospital library collections and subject matter, 2003 - 2004.
- Medical reference works used include Davi-Ellen Chabner's *Language of Medicine*, 6th ed. and *Dorland's Illustrated Medical Dictionary*.

Law/Patents

- Patent translation covering areas of health/medicine and transportation.
- Civil law: Certificates (birth, marriage, etc.), aviation law, contracts, power of attorney, wills.
- Criminal law: Court case summaries.

Automotive

- Online technical translation course coverage included content on brakes and ignition.
- Projects include translation of automotive marketing material.
- Reference works include Larry W. Carley's *Do-It-Yourself Car Care* and John Dinkel's *Road & Track Illustrated Automotive Dictionary*.

Information Technology/Telecommunications

- Translated texts deal with computers and telecommunications industry.

History

- Have indexed titles dealing with U.S. and world history.
- Relevant degrees: Bachelor of Arts, University of Arizona, 1984.

Library Science

- Have indexed titles covering literature and library science.
- Librarian at one-person library, 1988 - 2002.
- Master's in Library Science, University of Arizona, 1987.

Employment History:

2002 - present **Indexer.** Index books, journal series. Main guide used: *Chicago Manual of Style*.

2005 - 2008 **Librarian / Volunteer.** Desert Vista Library, Pima Community College, Tucson, AZ.

2004 **Librarian / Volunteer.** St. Mary's Hospital, Tucson, AZ.

2003 **Librarian / Volunteer.** Northwest Medical Center, Tucson, AZ.

2003 **Library Specialist.** University of Arizona, Tucson, AZ.

1988 - 2002 **Librarian.** Pima Air and Space Museum Library, Tucson, AZ.

Projects to date include the following:

Spanish to English Translations

Health and Medicine:

Ataques cerebrovasculares isquémicos en pacientes jóvenes [Ischemic Cerebrovascular Accidents in Young Patients]. 241 words.

Clínica Las Condes (Chile). Exámenes Hematológicos [Blood tests]. 1840 words.

Clínica Ortopedia [Orthopedics Clinic] (Puerto Rico). Patient records, including appointment notification, temporary disability certificate, billing division correspondence, and description of diagnosis and treatment at outpatient clinic. 1003 words.

Mucormicosis rinocerebral: Sobrevida en un niño con leukemia [Rhinocerebral mucormycosis: Survival in a child with leukemia]. 289 words.

Una prueba como rutina de consultorio en embarazadas con factores diabéticos de riesgo [A routine doctor's office test for pregnant women with diabetic risk factors]. 277 words.

Pruebas funcionales respiratorias [Lung function tests]. 394 words.

Ruptura Del Manguito Rotador [Rotator Cuff Tear], Dr. María Julia Rodríguez, Private Community Hospital, Argentina. 598 words.

Werner, David. *Donde no hay doctor: una guía para los campesinos que viven lejos de los centros médicos* [Where there's no doctor: a guide for rural people who live far from medical centers]. – 2nd ed., 2nd update. -- Berkeley, Calif.: Hesperian Foundation, 2004. 455 pp. Excerpt: pp. 98-99: 434 words.

Pharmaceutical Texts: Drug studies. 2580 words.

Swedish to English Translations

Microbiology:

Octapharma Instruktion/SOP (Standard Operating Procedures series):

Activities during Low/No Differential Pressure. 3639 words.

Handling and reporting of deviations – QC Microbiology & QC Sterility Assurance. 3126 words.

Investigation of microbiology related deviations and deviations for airborne nonviable particles. 2504 words.

Health and Medicine:

Bergqvist, Karin. Den nya influensan A/H1N1: Beredskapen fortsatt hög [The A/H1N1 Influenza: Preparedness Remains High]. In *Läkartidning* [Medical Journal], May 8, 2009. 285 words.

Mölnlycke Health Care Company. Military patent for silicone bandage (Untitled). 2819 words.

Sahlgrenska Akademin vid Göteborgs Universitet. Physical therapy curriculum with course descriptions. 6031 words.

Pharmaceutical Texts: Drug studies literature aimed at both medical professionals and laypersons. Total number of words: 1660.

Pulmonology: Patient record dealing with smoke inhalation and follow-up treatment. 3060 words.