

## **MATTHEW DAVIES**

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### *Language combination: Spanish and French to English*

## **Summary**

Experienced, paying close attention to detail in translation and proofreading with a track record of providing accurate work whilst keeping to deadlines.

## **Experience**

I have vast experience dating from 1995, working within the field of development NGOs, translating, proofreading and editing from Spanish and French into English for internal and external reports, fundraising applications, briefings, publications and website articles. This experience has been gained whilst working in a demanding and high pressure environment in the UK, France, Spain, Guatemala and Mexico. Examples of such work available online include:

- International Movement ATD Fourth World International Report 2006-2009
- International Movement ATD Fourth World International Report 2010-2011
- Extreme Poverty is Violence, Breaking the Silence, Searching for Peace: International Movement ATD Fourth World
- Eradicating Extreme Poverty: Democracy, Globalisation and Human Rights: Ed. Xavier Godinot)
- Challenge 2015 - Towards Sustainable Development That Leaves No One Behind: ATD Fourth World
- Translation of subtitles for series of videos on website "Unheard Voices" by ATD Fourth World.

## **Positions held relevant to translation experience**

**2013 - present: Regional Coordinator ATD Fourth World for Latin America and Caribbean based in Mexico City.** Much of role involves receiving communiques and briefings from country teams who communicate in Spanish and French (in case of Haiti) and ensuring these are available in English before being sent to Head Office. Requires daily use of translating expertise from Spanish and French.

**2008-2012: Head of Policy and Advocacy International Movement ATD Fourth World based in Val d'Oise, France.** Role required publishing briefings, reports, brochures and printed and online articles to communicate international work of the organisation. Source material arrived in both French and Spanish and I worked on translating and proofreading into English to contribute to publications.

**1995-1998: Project coordinator, ATD Cuarto Mundo Guatemala.** Role involved writing reports on projects for funders and donors in English from source material in Spanish.

## **Education**

- Diploma in proficiency in use of Spanish language: Escuela Oficial de Idiomas, Madrid, Spain. 1999.
- Advanced French, Essec Business School, Cergy-Pontoise, France. 2009.
- Diploma in International Development, Birkbeck University, 2009.
- Bachelors of Arts Degree in Geography, University of Wales, Swansea 1990-1993 (Upper second).