Revised 2023-08 (Version 2)

Japanese translator and interpreter

**Aidan English**

# 1. PERSONAL PROFILE

After working as an interpreter in hospitals in the UK, I took an MA in Applied Translation Studies at Leeds University to gain a formal qualification in the industry. Since then I have been working as a freelance translator and interpreter in the life science, engineering and legal sectors. I have taught Japanese at beginner, GCSE and A level and have experience working as a Project Coordinator a translation agency. My employment history includes a number of Japanese companies, mainly in the financial sector, and I have lived in Japan for a total of three years.

# 2. SKILLS

## 2.1 Japanese language

In addition to my formal training in Japanese, I’ve spent several years in Japan, helping me gain a natural understanding of the language. My experience in translation and working for Japanese businesses enables me to use this skill in a professional context.

## 2.2 Translation

I am trained and experienced in translation, reviewing and project management with the latest translation tools. I work mainly with SDL Trados Studio 2021 and memoQ 9.

## 2.3 Interpreting

The experience in the Japanese language I gained during my time in Japan is a great asset when interpreting: it is essential to be able to think on your feet and express yourself naturally in the target language.

## 2.4 IT

I am comfortable with HTML, XML, JSON and translation specific formats such as TMX, TBX, XLIFF. I’m familiar with Python and regular expressions, which can sometimes be used to crunch repetitive tasks in seconds.

# 2. Qualities

## 2.1 Reliability

I’m experienced in project coordination at a translation agency – so I understand the importance of timely delivery. I only put realistic schedules in my quotes and if a project has more work than originally planned, I liase imediately.

## 2.1 Versatility

Things can go wrong sometimes: problems with source documents, quality issues with previous translations and other issues do occur. In such cases I’ll do my best to work together with the PM to get the project back on track.

# 3. FREELANCE TRANSLATION EXPERIENCE (2014 to date)

## 3.1 Life Sciences

I have been working in life sciences for nine years now, and am well acquainted with the process of drug development, the various components of the CTD, post-marketing surveys, GMP and CMC.

|  |  |
| --- | --- |
| Pharmac-eutical | Drug package inserts\* |
| Clinical Study Reports |
| Informed Consent Authorization |
| Pharmaceutical patents |
| GMP inspection schedules |
| GMP inspection reports |
| CMC - testing / analysis |
| CMC - Reference standards |
| Interpreting at ESC Congress Barcelona 2017 - discussion of studies needed for before submission of application for approval in Japan of an antibody treatment.  |
| Medical Devices | Risk assessments for medical imaging equipment |
| Interpreting in market research for surgical gloves |
| General | Medical diagnosis notification |
| Insurance questionnaires |

## \* > 320,000 source words

## 3.2 Engineering

|  |  |
| --- | --- |
| IT | ATM software interfaces |
| Marketing material for cloud service suppliers |
| Motherboard specifications |
| Automo-tive | QA documents for the automotive industry |
| Safety investigations into malfunctioning parts |
| Workshop manuals for auto repair |
| Truck emission testing |
| Manuals for automotive smartphone software |
| Manuals for semi-autonous driving systems |
| Patents for fully autonomous driving systems |
| Electronic | Mobile communications |
| Multimedia technology patents |
| Patents for semiconductors, communication encryption, and household electrical items |
| Mechanic-al | Manual for respooling a dockside crane |
| Optical | Patents and technical documents high-resolution lithgography equiment |
| R&D policies for camera manufacturers |
| Chemical | Safety data sheets for industrial chemicals |
| General | Online tool catalogues |
| Factory manuals for parts manufacturing |

### 3.3 Environmental

|  |  |
| --- | --- |
| Natural disasters | Regional countermeasure planning |

## 3.4 Business

|  |  |
| --- | --- |
| Financial | Investment reports on specific companies |
| Market reports for medical instrument/imaging equipment manufacturers |
| Financial statements |
| Corporate | Articles of incorporation |
| Transcription of M&A meetings |
| Human Resources | All personnel literature for a Japanese pharmaceutical manufacturer |
| Various employment statements and certificates |

# 4. Professional Association

ITI (Institute of Translation and Interpreting – UK) Affiliate Member

# 5. EDUCATION AND TRAINING

In 2013-2014, to build on my medical interpreting experience, I completed an MA in Applied Translation Studies at Leeds University. The course involved training in translation and localisation of technical, business, journalistic and literary documents, websites and software in both directions between Japanese and English. Much emphasis was put on the use of the latest CAT tools, such as Trados Studio, Multiterm, Passolo, memoQ, Deja vu X and OmegaT as part of the workflows of the project manager, translator and reviewer.

## 5.1 Leeds University (2013-2014)

MA Applied Translation Studies (Merit)

## 5.2 University of Sheffield (1988–1991)

BA Japanese Studies (2:1)

## 5.3 Elfed High School, Buckley, Clwyd (1984-1986)

S level Physics (Distinction)

A level Mathematics, Physics, Chemistry

# 6. EMPLOYMENT EXPERIENCE

## 6.1 Translation Project Management

### 6.1.1 Talking Heads, Sheffield (August-November 2014)

Translation Project Coordinator (Contract)

* Maintaining pool of around 20 available linguists
* Coordinating quick turnaround translation projects
* Providing software training
* Japanese Translation

## 6.2 Interpreting

### 6.2.1 SCAIS, Sheffield (2005 – 2006)

* Interpreting between doctors and Japanese patients at hospitals and doctors’ surgeries.
* Facilitating business meetings between English and Japanese companies.

### 6.2.3 The Science Museum, London via Japan External Trade Organization (1991)

* Interpreting between exhibition organisers and contractors.
* Receiving international guests.

## 6.3 Tutoring

### 6.3.1 English (1992-1996)

I lived for several years in Japan, working as an English Teacher with junior high school students.

### 6.3.2 Japanese (2017-2022)

I worked as a private tutor for a student undertaking GCSE and then A level Japanese.

### 6.3.3 Japanese (2015-2019)

I ran a beginner’s business Japanese course for a local law firm.

## 6.4 Financial

### 6.4.1 Lloyds Bank, Sheffield (2013)

Mortgage Servicing Assistant

* Telephone communication with solicitors and customers
* Preparing statements for early redemption of mortgages

### 6.4.2 Fuji Bank, London (1989)

Assistant Euroyen Dealer

* Trading interbank overnight (Tom/Next) yen deposits.
* Keeping check of day’s trading balance.

## 6.5 Trade

### 6.5.1 Tomen Corporation, London (1992)

Administrative Assistant, non-ferrous metals

* Keeping check of the day’s trading balance.
* Interpreting between Japanese and British staff.
* Checking on progress of shipments.

### 6.5.2 Nichirei Corporation, London (1990)

Administrative Assistant

* Checking on progress of shipments, Bills Of Lading, bank transfers and customs regulations.
* Communication with international clients and branches.

# 7. Hobbies and Interests

I am a keen cyclist, and enjoy mountain and road biking. I’ve toured in Northern France and Ireland and completed the “coast to coast” ride in the UK.

I take part in fell running events in the Peak District, my local national park, and in February 2015 I ran in the Northumberland Coastal Marathon.

I have been playing saxophone now for nearly twenty years.

# 8. REFERENCES

Available on request.

# 9. Contact

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| Mobile: | +44 796 908 4179 |
| Website: | http://www.aenglishtranslation.com |
| Email: | aidan@aenglishtranslation.com |

