

Jo Durning BA (Hons), DipTrans, LLM, MCIL,
Chartered Linguist

Nationality: British
English Native Speaker

<http://www.ciol.org.uk/member-check/profile/42786/16761>



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- **Freelance Translator, French to English – 2,500 words a day**
- **Services: Translation, revision, post-editing**
- **CAT tool: Trados**
- **Specialisms: Government and public policy, legal, environment, development and education**

Career History

From Feb 2013 Freelance translator

- Legal, including EU and national regulation and guidance, contracts, court documents, legal advice and correspondence
- Business including reports, evaluations, presentations, website material, HR documents etc.
- Work for development charities: annual reports, action plans, and internal and external communications including website content, newsletters and press releases
- General: articles (for newspapers and academic journals), tourist guides, certificates etc.

2015 -2022 Visiting Lecturer, University of Westminster

Preparation class for the CIOL Diploma in Translation, French to English

2005 – 2012 Public policy consultant

- Consultancy projects included evaluations of public programmes, policy advice to government

1998 – 2005 Director, UK Department for Business

- Responsible for EU strategy, competitiveness, state aids

1996 -1998 Deputy Head, Economic Secretariat, Cabinet Office

- Prepared short, highly focused briefings for the Prime Minister and other senior Ministers

1990 -1995 Head, International and General Policy, Health and Safety Executive

- Negotiated and implemented European health and safety directives, responsible for interface with environmental policy

1985-1989 Labour Attaché, British Embassy, Paris

- Reported on labour market and social policies

Volunteering

Trustee, **Alliance Française de Cambridge** 2014-2021

Volunteer translator/reviser for **Translators Without Borders**

Member, **CIOL Scottish Society** Steering Group



Summary of Training, Qualifications, CPD

- 2023 French conversation (Advanced - B2) Institut Français d'Écosse
- 2021-22 LLM International Business Law - distinction, University of Law. (Dissertation on the impact of Brexit on UK – EU trade in translation and interpreting services; modules on corporate governance, trade law, arbitration, human rights law. Two-year course)
- 2020 CIOL Conference (2 days), webinars: proofreading for translators, GDPR and data protection for translators
- 2019 CIOL CPD Progressing your career as a legal translator (1 day); Translating Modalities (1 day); Language Show Live
- 2018 EU seminar: "Unlocking the Black Box of the Translator's Mind, CIOL Members Day, Legal Translation Techniques (1 day)
- 2017 CIOL Members' Day; Proz webinar: translation techniques in non-literary translation
- 2016 CIOL Cambridge Society meetings; Language Show Live
- 2015 CIOL Proofreading course; CIOL Members' Day; EU conference on machine translation
- 2014 CIOL Members' Day; the Language of Contracts (webinar); Trados Getting Started Level 2 (webinar); CIOL Poetry Translation workshop; French conversation (weekly)
- 2013 CIOL workshops Getting Started as a Freelance Translator (3 days); The Rules of Procedure of the EU Judiciary (webinar)
- January 2013 Diploma in Translation French to English:
General paper – merit, business paper – merit, legal paper – distinction
- 2012 Diploma in Translation course, University of Westminster; introduction to Trados
- 2011 – 2013 Advanced French, Alliance Française Cambridge (European Common language framework, level C1/2)
- 1974 BA Hons English and Politics, French subsidiary, University of Keele