

# Beth Clarke

*BA (Cantab) MITI*  
*Freelance Translator*

## Curriculum Vitae

**Address:** 56 Priestfield Crescent  
Edinburgh  
EH16 5JG  
UK

**Phone:** +44 (0)131 667 0148

**E-mail:** [c.clarke01@btinternet.com](mailto:c.clarke01@btinternet.com)

**Web:** [Beth Clarke – Freelance Translator \(clarketranslate.co.uk\)](http://BethClarke-FreelanceTranslator.clarketranslate.co.uk)

### Languages

German to English  
British English native speaker  
21 years of translation experience

### CAT tools

SDL Trados Studio 2017  
Memsource  
Online tools and agencies' proprietary systems

**Qualified Member of the Institute of Translation and Interpreting**

[Ms Beth Clarke MITI](#)

## Education

<b>1988</b>	<b>A-levels</b> German, French, Latin All grade A
<b>1989-92</b>	<b>Degree</b> BA (II/1) German and Russian Cambridge University  Including 2 years abroad living and working in Switzerland, Berlin, Munich and St. Petersburg

# Employment

## October 2005 to present:

### Freelance translator

17 years' experience as a freelance translator. Longstanding relationships with reputable agencies and direct clients. I specialise in delivering very polished work, with an extremely thorough checking process. I have a particular flair for marketing, and I am very experienced at 'getting away from the German' to produce text that reads well. I don't just translate: I carefully read and research, and think about the target audience. Please see 'Skills and Service' section below for more details.

## August 2000 - March 2005:

### Translator at Linguatext (Scotland) Ltd, Edinburgh, UK

Translation agency specialising in German to English technical and commercial translations. During my time here, I received an excellent and rigorous training in translation skills to complement my existing linguistic knowledge. As my experience grew, I began to train new members of staff and proofread their work. I was involved with all stages of the translation workflow.

# Specialist areas

<b>Business</b>	Public relations, media and marketing (press releases, brochures, websites, speeches, social media, trade fairs – fluent marketing style) Business processes (e.g. internal operating procedures, logistics, risk assessment) Human resources Real estate sector (including property advertisements) Contracts
<b>Technical</b>	Heating, ventilation and air conditioning Power generation, especially renewables Plastics production Pharmaceuticals Chemicals Access control/security systems Telecommunications IT (software manuals, functional specifications, user interfaces) Print technology Paper manufacturing
<b>Healthcare</b>	Complementary healthcare (I am a qualified complementary health practitioner) Herbal medicine Human anatomy, physiology and pathology
<b>Tourism</b>	Tourist brochures Travel websites Catering
<b>Arts</b>	Graphic design, corporate ID (I have an HNC in graphic design) Publishing industry Interior design (especially kitchen and bathroom design) Music (I am a musician and use amplification systems)
<b>Education</b>	Scientific teaching and research University education and administration

# Skills and service

- **21 years' translation experience** and a passion for languages. Naturally eloquent and a gifted linguist from an early age, I am a confident and creative communicator, with a talent for finding just the right words.
- **Native English speaker**, based in the UK, where I have lived most of my life
- **Qualified Member of the Institute of Translation and Interpreting:** membership gained in February 2021, following submission of professional references and a rigorous assessment which I passed with an excellent score
- **Educated to a high standard**, with a degree from Cambridge University
- **Variety of specialist areas**, including technical, marketing, business, tourism, healthcare and the arts. I love learning about new technology and innovations.
- **Professional business style** based on many years' experience of translating both online and internal business communication
- **Professional technical translation**, ensuring correct terminology and clear descriptions and instructions
- **A flair for marketing** with a fluent English style that does not sound "translated". I really enjoy the creative challenge of coming up with a punchy marketing or advertising text.
- **Thorough research** with reference to online content and clients' reference material
- **Accuracy and attention to detail**, with a meticulous and methodical approach
- **Consistent terminology** based on careful checking of termbases, translation memories, terminology lists and style guides
- **Double-checking** against the original text for accuracy and a final read-through of target text for style
- **Experience of different CAT tools**, including online systems: I learn new tools fast and am a highly experienced Trados Studio user.
- **Always meet deadlines**
- **Excellent knowledge of business and technical German** from many years of translating German texts
- **Going the extra mile:** I take pride in my work and am happy to spend a little more time in order to deliver a polished result. I am highly skilled at accurately reflecting the content and style of the source text. I tailor the translation to clients' needs with regard to their target audience, and respect any special requests and client-specific terminology.