

Crystelle Mills-Smith MA MITI, Chartered Linguist (Translator)
French to English Translator
ISO 17100:2015 qualified

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Background and previous experience:

MA in Interpreting and Translating from the University of Bradford (1995) and full member of the Institute of Translation and Interpreting (ITI) since 2001. Awarded Chartered Linguist (Translator) status in July 2008, renewed on an annual basis since that date.

10 years of experience as a staff translator at the **UK Ministry of Defence** (1996-2006) translating a wide range of French-language material of a **military, technical and legal nature**, including **engineering reports, Memoranda of Understanding, technical documents and press reports and speeches**.

1 year of experience as a staff translator at the **International Criminal Court** in The Hague (the Netherlands) (2006-2007) translating **key judicial documents** including **motions, briefs and court decisions**.

UK-based freelance translator since July 2007 specialising in **legal and technical translation and corporate communications**.

Current SC Security Clearance.

Short-listed for the New Talent in Translation prize awarded by the Institut Français in London in May 2010.

PROFESSIONAL EXPERIENCE

French to English freelance translator

July 2007 – present

I work as a contractor for the International Criminal Court (ICC) in The Hague (Netherlands), the UK Ministry of Defence, the UK Foreign, Commonwealth and Development Office (FCDO) and NGOs on a regular basis, providing translation services. I also provide translation services to a small number of translation agencies based in the UK and in the EU.

Sample projects:

- Technical documents (defence and railways)
- Legal documents (international criminal law, international humanitarian law)
- Corporate documents (training manuals, in-house newsletters)
- Certified translations of official documents
- Other fields: oenology, architecture, tourism.

International Criminal Court (The Hague, the Netherlands)

3 July 2006 – 2 July 2007

English Translator (P-3)

As a member of a five-strong English translation team, I translated key judicial documents including motions, briefs and court decisions, and coordinated lengthy translation projects. I also interpreted at meetings of a general nature (simultaneous and consecutive). My duties also included editing English language texts written by non-native speakers for translation into French and preparing terminology contributions for the in-house database (researching terms and reference sources). Confidentiality was an important aspect of my role

UK Ministry of Defence – Defence Language Service

10 May 2004 – 31 May 2006 Senior Linguist Officer

As Head of the Romance Languages section, I was a member of the management team of the Defence Language Service with line-management responsibilities for three translators and one interpreter. My duties included translation project management, which involved contracting out translations to freelance translators and translation agencies, liaising with in-house customers and revising contracted-out translations. I translated documents from French to English and Italian to English on a variety of defence-related subjects (technical, policy, financial, legal, open source press articles) and I also undertook ad hoc interpreting assignments, including some for VIPs (military and civilian). Terminology management was an important aspect of my work and included reviewing terms for inclusion in the in-house database, software back-ups and sharing terminology with other Government departments. With a high level security clearance, confidentiality was a key aspect of my role.

3 June 1996 – 10 May 2004 Linguist Officer and Higher Linguist Officer

After 18 months in the training grade of Linguist Officer, I was re-graded to Higher Linguist Officer. My duties included translation from French to English and also Italian and German to English on a wide range of defence-related subjects (technical, legal, financial, policy, press articles). Specifically, I managed a large translation project in the field of aerospace, which included contracting out work to freelance translators, liaising with key customers and revising contracted-out translations. I also carried out a number of ad hoc interpreting assignments, terminology management tasks and contributed to the in-house terminology database.

EDUCATION

MA in Interpreting and Translating (French and German), University of Bradford (1995)

B.A. (Hons.) in French and German, University of Sussex (1994)

4 “A” Levels (French, German, English Literature, Geography)

10 GCSEs (including Italian, Russian, English and Mathematics)

2 “O” Levels (French and English Language)

RECENT TRAINING AND CPD

2024: From Commodity to Craft: Selling the value of professional human-driven translation.

2023: ITI one-day event “One day in Harpenden” focusing on editing and grammar skills.

ITI French-Network one-day translation and editing workshop.

2022 to present: ITI French Network Termstorm discussions (bi-monthly)

September 2020: Open University Open Learn course “Exploring the boundaries of International Law” (15 hours)

May 2020: Open University Open Learn course “The use of force in International Law” (10 hours)

REFERENCES

Available on request.