

GWEN CLAYTON MA (Oxon) FCIL FITI Chartered Linguist

Experienced legal & literary translator, working from Japanese into English and German into English

A Fellow of the Chartered Institute of Linguists, a Fellow of the Institute of Translation and Interpreting, a Chartered Linguist and a Member of the Society of Authors and the Bundesverband der Deutscher Übersetzer und Dolmetscher, I have over 20 years of experience as a translator of Japanese and German into English. I worked as a commercial lawyer in the UK, Japan and Switzerland for more than 9 years prior to moving into translation, and I can provide accurate and reliable legal translations in a broad range of areas. My legal experience has also given me the capacity to synthesise a large volume of information in a short time, an deep appreciation for nuance and the ability to concentrate on minute details without losing sight of the overall purpose of a piece of writing. I have ISO 17100:2015 qualified status.

	71 Cromford Road, London, SW18 1PA	Languages:	English native speaker, fluent in Japanese & German
	+44 7841 387526	Services:	Translation, proof-reading, editing, readers' reports
	gwenclayton@perfectlyphrased.com	Specialist areas:	Commercial contracts, court reports, arbitration & mediation documents, due diligence files, insurance, employment, real estate, commercial transactions, wills and inheritance, fine arts, literature, music, food and wine, historical research
	www.perfectlyphrased.com		
	Find me on LinkedIn		

Translation Experience

- Translating German academic articles in the humanities for www.copernico.eu Nov 2022 - present
- Acting as Japanese editor for the World Law Dictionary, a project organised by TransLegal Mar 2022 – present
- Translating prefaces to musical scores for Bärenreiter and Universal Editions April 2023 - present
- Advising the British Museum Company Ltd and translating (JP>EN and EN>JP) regular correspondence between the Museum, artists and publishers regarding the production and sale of exhibition-related merchandise Apr 2020 – present
- Working for the UK Hydrographic Office, checking and proofreading English translations of regular updates to Japanese marine charts Mar 2019 – present

I regularly write readers' reports on new works of fiction in Japanese and German. I am currently translating a Japanese novel. Other recent experience includes translating property files from the Austrian national archives, providing certified translations of visa-related documents, translating law reports, judgments, appeal documents, joint venture agreements, agency agreements, distribution agreements and other trading arrangements, real estate agreements, warehousing and advertising agreements, government white papers and website content for law firms, academic institutions, translation agencies and private individuals, as well as essays on art and photography and literary fiction.

Published Translations - fiction

- *Spring* (a novel) by Riku Onda for Tuttle (June 2025)
- *A Brief Moment of Ichika* (manga; volumes I to III) by Natsu Tadano for Kodansha (April 2024)
- *In the unlikely event of a loss of cabin pressure* (short story) by Juan S. Guse for Granta Magazine (Dec 2023)

Published Translations - non-fiction

- *My Papa, the Poet: How Books Change Our Lives* by Roland Schwarz for Edition Tandem (2026)
- *Rice, Miso Soup, Pickles: The Japanese secret to a long and happy life* by Yoshiharu Doi for Hodder & Stoughton (2025)
- *What Are You Waiting For? A Conversation about Buddhism between Two Old Friends* by Irmgard Kirchner and Santacitta Bhikkhuni for Windhorse Publications (2025)
- *Words Breathe Art* by Roland Schwarz and Philip Royce Earnhart – a collection of stories about the power of literature to change lives (2025)
- *I'm So Happy You Are Here: Japanese Women Photographers from the 1950s to Now* - 8 essays by various artists for Aperture (2024)
- *WOLS* - essays by Shigeo Chiba (Japanese > English) and Christian Spies (German > English) for Galerie Karsten Greve (2023)
- *Schmetterlinge: warum sie verschwinden und was das für uns bedeutet (Butterflies: why they are disappearing and what this means for us)* by Josef H. Reichholf for Polity (2020)
- *Hokusai's Brush: Paintings, Drawings and Sketches by Katsushika Hokusai in the Freer Gallery of Art, Smithsonian Institution* by Frank Feltens – essay by Shugo Asano for Seigensha Art Publishing (2019)
- *Encyclopaedia of Flowers* by Makoto Azuma and Shunsuke Shiinoki – Introduction and captions for Seigensha Art Publishing (2019)
- *Flora Magnifica: the art of flowers in four seasons* by Makoto Azuma and Shunsuke Shiinoki –foreword and introduction for Thames & Hudson (2017)

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- *Japanese Paper Embroidery* by Atsumi, Minako Chiba and Mari Kamio for Search Press/Burravoe (2014)

Translation Teaching and Assessment Experience

August 2020 – present	MoD and FCDO – Assessor and Exam Setter Japanese and German language assessor for the MoD and the FCDO
November 2018 – present	Institute of Translation and Interpreting – Assessor and Exam Setter Assessing applications for membership of the ITI
Feb 2018 - May 2023	London Metropolitan University - Tutor Japanese Tutor for the Diploma in Public Service Interpreting (DPSI) Course (English Law Pathway) and Masters in Translation Course
12 September 2020	Online PROJECT 2020 (International Japanese-English Translation Event, held online) Delivering presentation entitled: Translating Litigation
30 June 2018	IJET 29 (29 th International Japanese-English Translation Conference), Osaka, Japan Delivering workshop entitled: The Japanese Commercial Lease Agreement
18 June 2016	IJET 27 (27 th International Japanese-English Translation Conference), Sendai, Japan Delivering workshop entitled: A Lawyer's Approach to Legal Translation
Nov 2013 – Nov 2016	eCPD Webinars - Presenter Presenting a series of webinars on Translating Japanese Contracts
2013 - present	J-Net Mentoring Scheme (ITI Japanese Network) and CIOL Mentoring Scheme - Mentor Acting as mentor to established translators seeking to move into legal translation

Legal Employment

Paralegal assistant in Oppositions Department of the *Office for the Harmonisation of International Trademarks and Designs*, Alicante, Spain (1998-9). Trained at *Denton Wilde Sapte*, London and Tokyo (1999-2001). Assistant in corporate group at *Denton Wilde Sapte*, Tokyo (2002). This included one year on secondment to the Legal Department of *Itochu Corporation*, Tokyo. Associate at Tokyo Office of *Freshfields Bruckhaus Deringer LLP* (2002-4). Associate in commercial department of *Burges Salmon LLP*, Bristol (2005-7). Senior Legal Counsel at *The Contract Centre*, Zurich (2011-2013).

Qualifications, Education and Continuing Professional Development

Qualifications		Education	
Nov 2023	Accepted as a Member of the BDÜ	Jun 2024	Goethe Zertifikat C2 Großes Deutsches Sprachdiplom:
May 2022	Accepted as a Fellow of the ITI (FITI)	Oct 2023	Writing
		Jun 2023	Speaking
Nov 2021	Approved as a Fellow of the CIOL (FCIL) for Japanese > English and German > English translation	1996 – 98	Reading & Listening The College of Law, London Common Professional Examination Legal Practice Course (Commendation)
Feb 2021	Admitted as a qualified Member of the ITI for German > English translation (MITI)		
Nov 2018	Registered as a Chartered Linguist by the CIOL (CL)	1991 – 96	Oxford University (St Catherine's College) Oriental Studies (Japanese) BA (2:1)
May 2014	Admitted as a qualified Member of the ITI for Japanese > English translation (MITI)	Dec 1995	Japanese Education Ministry Proficiency Examination (Level 1 – Ikkyu)
Feb 2012	Admitted as an Associate of the Institute of Translation and Interpreting (AITI)	1994 – 95	Waseda University, Tokyo (International Division) Japanese Studies Course
Jun 2011	Admitted as a Member of the Chartered Institute of Linguists (MCIL)	1991 – 92	Sheffield University (Department of Japanese Studies) Introduction to Japanese: Language and History
Apr 2001	Admitted to practice as a solicitor in England and Wales		
Nov 1998	Institute of Linguists' Diploma in Japanese Translation (Merit)		

Continuing Professional Development

I regularly attend conferences, webinars and seminars organised by the ITI and CIOL, as well as the BDÜ (in German) and JAT (in Japanese).

Memberships and Affiliations, Diplomas

- Member of the BDÜ
- Running the ITI Japanese Network Book Club
- Member of the CIOL Membership Committee
- Member of the Society of Authors' Translators Association
- Member of the Japan Association of Translators
- Associate of the Royal Schools of Music (ARSM)

Hobbies and Interests

- Singing German Lieder
- Reading Japanese literature in the original
- Visiting small art galleries
- Watching fringe theatre
- Identifying butterflies
- Propagating plants

Rates and References

Rates and references available upon request