

Amanda White

Specialist scientific Japanese and Chinese to English translator

Email	amz.white@gmail.com
Languages	Chinese (Mandarin) to English and Japanese to English
Specialisms	Scientific translation (life sciences including: biology, biochemistry, microbiology, cell biology, genetics, developmental biology and pharmaceutical translations)

Translation

2013-present	<u>Translate Japanese</u> Head Translator (Japanese to English and Chinese to English)
Examples of end clients	<ul style="list-style-type: none">➤ Pfizer, Roche, Regeneron, Merck, Celgene, Novo Nordisk, Adelphi, Healthcare Research Worldwide, Bristol-Myers Squibb, the European Union
Specialisms translated	<ul style="list-style-type: none">➤ Oncology, cytogenetics, hematology, geriatric medicine, reproductive medicine, endocrinology, cardiology, osteology, nephrology, hepatology, pulmonology, regenerative medicine, neurology, medical devices
Document types translated	<ul style="list-style-type: none">➤ Scientific manuscripts and research articles, case study articles, lab reports, lab manuals, patient reported outcomes (PRO), ADR reports, clinical trial protocols, informed consent forms, patient questionnaires, back translations
Translation technologies	<ul style="list-style-type: none">➤ SDL Trados Studio 2015 license; SDL Trados Studio 2015 for Project Managers certified➤ Adept with MemoQ
Accreditations	<ul style="list-style-type: none">➤ Certified Pro of Proz, Master member of Translator's Café and member of the North West Translations Association
Experience with other document types	<ul style="list-style-type: none">➤ EU Acts, environmental impact assessments, amendments, patents, application documentation, business correspondence
Websites	Business website: https://www.translatejapanese.co.uk/ Translator's Café: https://www.translatorscafe.com/cafe/EN/member297210.htm Proz: http://www.proz.com/translator/2178128

Education

2015- 2016	The University of Manchester <i>MA Translation and Interpreting Studies</i> Achieved a Distinction <ul style="list-style-type: none">🎓 Modules included: Scientific and Technical Translation, Translation Technologies, Commercial Translation, Translating for International Organisations and Translation Project Management and Professional Ethics🎓 Specialised in Scientific and Technical Translation: Japanese/Chinese to English:🎓 Practical dissertation with analysis on Japanese to English translation of scientific manuscripts "Translating Science: Translation of Japanese Scientific Research Articles into English and a Critical Analysis of Cross-Cultural Differences in Argumentation Schemata and the Metadiscourse of Making Claims" (Distinction)
2010- 2015	The University of Manchester <i>BA (Hons) Chinese and Japanese</i> Achieved a First Class Degree with Honours and a Distinction in spoken Japanese <ul style="list-style-type: none">🎓 Awarded The Faculty of Humanities Dean's Award for Achievement for outstanding academic performance🎓 Achieved 1st class average in all years of study🎓 Achieved a First Class grade in a biology module within final year of study
2008-2010	Gordano Secondary School and Sixth Form (Portishead, UK) <i>A Levels:</i> French (A), Spanish (A), Biology (B), Chemistry (A) <i>As Levels:</i> Critical Thinking (A)
2003-2008	<i>GCSEs:</i> 11 A* including: English Literature, English Language, Mathematics, Biology, Chemistry, Physics, French and Spanish

Study Abroad Placements

2014	<u>Beijing Normal University</u> (China) <ul style="list-style-type: none">🎓 Assisted a Chinese national student in preparation for IELTS examination.🎓 Outstanding academic achievement, 92% Grade Average🎓 Weekly presentations in Chinese
2013-2014	<u>Dokkyo University</u> (Japan) <ul style="list-style-type: none">🎓 Prepared and delivered a presentation in Japanese as an English Representative at Soka High School🎓 Attained excellent results in weekly exams under an intensive language programme

Other Achievements

Financial Certification

- Completed 2016 **[Bloomberg Market Concepts](#)**
An introductory course to financial markets and the Bloomberg Terminal covering: Economics, Currencies, Fixed Income and Equities
- Completed 2016 **[Bloomberg Essentials Training Exam \(BESS\)](#)**
A course covering market fundamentals. I specialised in Equity.

Language Qualifications

- Awarded 2014 **[Hànyǔ Shuǐpíng Kǎoshì \(HSK\):](#)** Level 5
- Awarded 2014 **[Japanese Language Proficiency Test \(JLPT\):](#)** N2

Scholarships :

- Awarded 2015 **[Sasakawa Postgraduate Studentship](#)**
Awarded to the brightest and most promising candidates
- Awarded 2015 **[The University of Manchester School of Arts Languages and Cultures Scholarship](#)**
Won School Funding Competition
- Awarded 2014 **[Confucius Institute Scholarship](#)**
Awarded to students of excellent academic achievement
- Awarded 2013 **[Dokkyo University International Scholarship](#)**
Awarded to the highest achieving British National

Employment

- 2016- present **[ICON Plc- Clinical research organization company](#)**
Translation Coordinator
➤ Lead Project Manager on over 267 projects closed during one quarter
➤ Managing translation projects, budgets and deadlines, assigning and liaising with linguists, proofreading and formatting translation deliverables, identifying and resolving translation issues.
➤ Delivering translations in accordance with timelines, SOPs and performance metric standards
➤ Performing Back Translation Reviews of a variety of clinical trial related materials
- 2016-2016 **[UKEC | UK Education Centre \(Manchester, UK\)](#)**
Translator and Proof-reader (Mandarin to English)
➤ Editing, proofreading and translating into English to a high standard
- 2015-2015 **[NHS \(Southmead Hospital\)](#)**
Department Administrator- Speech and Language Therapy
➤ Solely coordinated administrative duties for the entire department
➤ Liaised with consultants and dealt diplomatically with sensitive patient queries

Work Experience

- 2010 **[Private Language Tuition: Japanese](#)**
Taught a student Japanese from ab-initio level on a one to one basis, resulting in him being able to live in Japan comfortably afterwards. The tuition required lesson planning, resource material creation, patience, approachability, flexibility and time management.
- 2009 **[Laboratory: Bristol Royal Infirmary](#)**
A work experience placement in the laboratories including the automations department and specials department, which involved testing blood samples.
- 2007 **[Translation department : Airbus \(Filton\)](#)**
Undertook a work experience placement at Airbus in the translations department which involved translating French and Japanese technical texts including aircraft specifications.

Key Skills

- IT
➤ 62 words per minute typing
➤ Proficiency in all areas of Microsoft Office, including: Word, Excel and PowerPoint
- Communication
➤ Excellent communication and presentational skills
➤ Strong customer service skills
- Language
➤ Self- motivated- works confidently individually and within a group
➤ Business Fluency Japanese and Chinese
➤ Conversant French and Spanish
➤ Rudimentary British Sign Language

References- Available upon request.