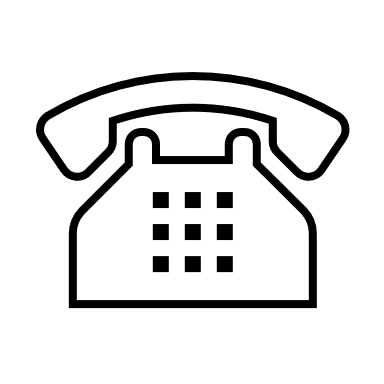
Claire Ivins

**Translator: Spanish to English and French to English. Based in UK.**

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LinkedIn: [Claire Ivins](https://www.linkedin.com/in/claire-ivins-a73343171?lipi=urn%3Ali%3Apage%3Ad_flagship3_profile_view_base_contact_details%3Byc6TIJEiQjm8DX5Spjhr4g%3D%3D) Proz.com [Claire Ivins](http://www.proz.com/translator/3202330) Nationality: British

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| ABOUT ME |

Before studying for a Masters in translation, I was a Divisional Director in GfK Social Research with over 25 years’ experience of social and market research and opinion surveys. I offer **social research and surveys** as one of my areas of specialisation as a translator because I have an exceptional experience and understanding of texts from these domains, from survey findings to methodological papers, and considerable experience of writing them myself to a publishable standard.

I offer Spanish constitutional history and law as another translation specialisation as this was the topic of my Masters Translation Project and I acquired a considerable understanding of terminology and concepts as a result.

I am currently a user of SDL Trados Studio 2021. My availability and working hours are flexible.

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| WORK EXPERIENCE |

**Freelance translator** August 2019 to date

* Between August 2019 and September 2020, I completed a Spanish to English translation of a **novel** by a Cuban author, published in December 2020 (*Cubamía* by Inés María López Hernández, available through Amazon). This involved researching Cuban Spanish language use, music copyright law, Cuban history, geography, popular culture and music.
* I have translated the following types of legal document from Spanish to English: contracts; powers of attorney; privacy policies; security agreements; divorce decrees; wills; Land Registry abstracts.
* Samples of my translation work are available through my profile on proz.com: [Claire Ivins](http://www.proz.com/translator/3202330)

**Freelance research consultant** 2015 to 2018

I wrote sections of survey research proposals and reports; carried out desk research projects; and provided clients with detailed recommendations on research methodology issues.

**Divisional Director**, GfK Social, London 1994-1999 and 2002-2015

GfK Social carried out research for public sector organisations (Government departments and agencies, academic institutions, etc.). I was responsible for projects on a wide range of topics during my career, but my main specialisation was in post-16 education, learning and skills, with a particular focus on longitudinal surveys of skills acquisition in literacy and numeracy and mixed methods studies measuring progression following participation in apprenticeships and other types of post-16 Further Education. As a senior member of the department, in addition to managing large and complex research projects and liaising with clients, my work included:

* questionnaire design and review;
* writing reports to a publishable standard;
* acting as senior reviewer of outputs: proof-reading, fact-checking, editing;
* writing research proposals to win projects by competitive tender;
* designing robust research methodologies to achieve specific aims.

**Associate Director, MORI (Market & Opinion Research International)** 1987-1994

I joined MORI as a graduate trainee and progressed to Associate Director. After completing the company graduate training scheme and working in a range of areas of research (opinion polling for media; visitor attractions; B2B; B2C; opinion formers; employee attitude; local government, and others), I specialised in social surveys with a focus on public health.

**Bilingual receptionist and admin assistant, Maison française d’Oxford** 1986-1987

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| EDUCATION AND CPD |

**MA in Specialised Translation (**awarded **with Distinction)** 2018-2020

University of Westminster, London

* Modules in technical and institutional translation (two per language):
  + **Spanish <> English** and
  + **French <> English**
* MA Translation Project on Spanish constitutional history and law, translating part of a paper by constitutional expert and former parliamentarian Gregorio Cámara Villar.

I achieved Distinction-level marks on every module of the course.

**BA Hons in Modern Languages (French and Spanish)** 1981-1985

Second Class with Distinction in Spoken Spanish, St Edmund Hall, University of Oxford

**CPD:** I attended the Warwick Translates Summer School on literary translation (Spanish to English) in July 2019.

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| IT SKILLS |

Graphical user interface, text

Description automatically generated with medium confidence

Proficient user of Microsoft Office applications: Word, Excel, PowerPoint. Basic proficiency in SDL Trados Studio 2021.

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| PROFESSIONAL ORGANISATIONS |

Affiliate Member of the ITI; member of ITI Spanish and French language networks; member of the ITI LIFT subject network; member of MET (Mediterranean Editors and Translators).

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| REFERENCES |

Richard Lackey (mentor and client): [Richard@Contractually-Speaking.co.uk](mailto:Richard@Contractually-Speaking.co.uk)

Helen Oclee Brown (supervisor for MA Translation Project): helen@helenocleebrown.co.uk

Inés María López Hernández (client for book translation): [inesmaria\_58@hotmail.it](mailto:inesmaria_58@hotmail.it) (Please note that Inés does not read or speak English, so should ideally be contacted in Spanish.)

Additional references are available on request.