

## Rosa Maria O'Neill Foyle, M.A.

Chartered Linguist (UK) / Court-Authorised Translator (GER)

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### Translator specialising in business, law & higher education

- Certified translations
- Law (civil/administrative/criminal)
- Business (marketing, corporate communications, etc.)
- Education/higher education (module and programme manuals, transcripts)

### Personal information

Year/place of birth	1974 in California, United States of America
Nationality	USA, with unrestricted work permit/residency permit in Germany
Languages	English (native speaker), German (Level C2), Spanish (Level C1)
IT skills	Microsoft Office, CAT Tools: <b>Trados Studio 2021</b> , Memsources
Prof. associations	<i>Bundesverband der Dolmetscher &amp; Übersetzer</i> (BDÜ: German association of translators and interpreters), Chartered Institute of Linguists (UK)
Related profession	English as a foreign language teacher since 1998

### Professional translation experience

#### Business

- 2007 – German-English translations and proofreading/copy-editing for translation agencies such as [Translation People \(UK\)](#), [Lingua World](#), [Lingopack](#) etc. Commissioned on behalf of international food retailer based in Germany, cosmetics manufacturers and commercial enterprises
- Contracts, general terms & conditions, privacy notices
  - Marketing, advertising, promotional materials
  - Corporate guidelines & communications, HR documentation

#### PR/Communications

- 2009 – German-English translations and proofreading/copy-editing for translation agencies such as [SIC Clark Übersetzungsdienste](#), [G-Xplain](#), [Ad Editum](#), etc. Commissioned on behalf of organisations and companies, incl. an international association for the promotional products industry
- Communications & advertising for tradeshows, press releases
  - Product descriptions and publications

#### Law

- 2009 – German-English legal translations and proofreading for agencies such as [Lingua World GmbH](#), [Media Consulta](#), [GloboLoc GmbH](#), etc. Commissioned on behalf of real estate companies and law firms
- Court judgments, e.g. divorce decrees
  - Official notices, bank guarantees
- 2017–19 Translation project in the area of asylum/immigration law for MA dissertation in cooperation with [Migrationsrecht.net](#). Non-academic dissertation advisor was a presiding judge at Administrative Court Darmstadt. English translations of summaries of judicial decisions concerning immigration and asylum law. Translation examples available under: <https://www.migrationsrecht.eu> Personal profile on website available under: <https://www.migrationsrecht.eu/about-us>

## Higher Education

- 2013 – German-English translations and proofreading/copy-editing for agencies such as [Lingua World GmbH](#), [Translation People](#), [Noremi språktjenester](#), etc.  
Ongoing translation projects for various higher education institutions
- Websites & informational materials, inc. Covid-19 policies
  - Module and degree programme manuals & academic transcripts

## General medical

- 2013 – German-English translations and proofreading for agencies such as [Solten France SARL](#), [Translation People](#), etc.  
Commissioned by hospitals, patients and clinical trials
- Patient information sheets and patient consent forms
  - Patient discharge letters & medical records

## Additional work experience

- 2008 – English as a Foreign Language teacher  
[Volksbildungswerk Nordenstadt & Bierstadt](#) (Wiesbaden, GER)
- All levels, Business English & exam preparation courses
- 2007–08 Assistant in Purchasing department  
[Lingua World GmbH](#) (Köln, D)  
Responsible for acquiring new DE-EN translators
- Verification of translator qualifications
  - Assessments of test translations
- 1999–00 Programme Manager - Events  
[IFRA](#) (Darmstadt, D)  
Responsible for organisation of seminars and conferences on behalf of an international association of newspaper printers and publishers
- Booking and management of speakers
  - Preparation of promotional & conference materials in English
- 1995–96 Administrative assistant & paralegal  
[AZTEC Realty & Law Offices](#) (Los Angeles, USA)  
Primary focus on tenancy and immigration law (Spanish/English)
- Filing, scheduling, communication with clients & tenants

## University Education

- 2015-18 **Master's degree** in Translation Studies, University of Bristol (UK) (Online).  
Languages: German/Spanish/English. Focus of MA dissertation: German legal terminology. Completed with distinction.
- 1991-95 **Bachelor of Arts (B.A.)** in International Studies, Vassar College, Poughkeepsie, New York, USA. Subjects: Political Science, Economics & German. Junior year abroad 1993/94 completed at Ludwig-Maximilian University - Munich.

## Secondary education

1991 High School Diploma with Honours, Viewpoint College Preparatory School, Calabasas, California, USA

## Continuous professional development

2021 Exam in German Legalese & Legal System, [www.rechtssprache.biz](http://www.rechtssprache.biz)

2021 Tax Law & Criminal Law German ENG/GER Webinars, BDÜ Weiterbildungs- und Fachverlagsgesellschaft

2017 Standard Clauses in Contracts - Terminology and Wording ENG/GER BDÜ Weiterbildungs- und Fachverlagsgesellschaft

2013 **Diploma in Translation** GER/ENG, Chartered Institute of Linguists (UK)

1999 "*Kleines Sprachdiplom*" Language Diploma (C1); Goethe Institute

1995 University of California Los Angeles, CA, USA  
Courses in bookkeeping / accounting (GAAP) / US taxation system

## Miscellaneous

2014 – Board member of Sponsoring Association of the Theodor-Fliedner School (*Gymnasium*), Wiesbaden, Germany. Close collaboration with school administrators for the organisation of various events, fundraising activities and promotion of intercultural awareness.

2013 – Proz.com Certified Professional. My qualifications, references and diplomas have been reviewed and verified by the proz.com website, a professional translators' portal. My [www.proz.com](http://www.proz.com) profile number: 804658.