

Heather D. Svanidze
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Spokane, WA 99203

SUMMARY OF QUALIFICATIONS

- French to English freelance translator and editor with specializations in international development, health care, political science, and history.
- Over seven years of professional translation experience.
- Native English speaker with eight years of formal French education and near-native French fluency.
- Bachelor of Arts degrees in French and International Studies, including one year studying political science, history, and ethnology in Aix en Provence, France.
- Master of Arts degree in International Affairs with specializations in international development, political science, and sub-Saharan Africa.
- Five years of professional experience in international development, human rights, peace and conflict resolution, and nonprofit social services.

EXPERIENCE

Heather Svanidze Translation, Washington, DC / Spokane, WA Feb. 2009-Present
French to English Translator and Editor

- Provide French to English translation of documents for language service providers, educational institutions, nonprofit organizations, international organizations, and private businesses.
- Proofread and edit English language documents.

EDUCATION

Whitworth College, Spokane, WA May 2005
BA, French and International Studies

- Studied abroad for one year at the University of Provence I, Aix en Provence, France
- French Department Outstanding Graduate Award
- Coursework included French Translation and Applied Linguistics
- Academic Honors, Summa Cum Laude

The George Washington University, Elliott School of International Affairs, Washington, DC May 2009
MA, International Affairs

Major Field: International Affairs and Development

- Graduate High Achievement Fellowship
- Concentration: International Development and Political Science
- Regional Focus: Sub-Saharan Africa

PROFESSIONAL SKILLS

Languages: English (native), French (fluent), Mandarin, Spanish (elementary), Georgian (novice)

Computers: Wordfast, OmegaT, Microsoft Office 2013, web-based research tools, web content management tools, basic HTML.

OTHER RELEVANT EXPERIENCE

Agape France, Toulouse, France

Volunteer Translator

Oct. 2006-Jan. 2013

- Translated newsletters and correspondence from French to English on an ad hoc basis for individual staff members.

International Foundation for Electoral Systems (IFES), Washington, DC

Nov. 2009-Dec. 2011

Program Associate, Africa

- Translated, proofread, and edited program documents related to civic and voter education in the Democratic Republic of the Congo, Chad, and Rwanda.
- Researched, gathered materials, and communicated in French and English for international democratic development programs in francophone Africa.

United States Institute of Peace, Washington, DC

Sept. 2008-Sept. 2009

Research Assistant, Jennings Randolph Fellowship Program

- Provided research and administrative support to a Jennings Randolph Senior Fellow focused on civil war recurrence, state-building, and Haiti.
- Conducted internet and library searches in French and English, translated documents, edited text, drafted correspondence, and transcribed interviews.

National Democratic Institute, Washington, DC

Jan. 2008-Sept. 2008

Project Assistant/Intern, Central and West Africa

- Translated program documents from English to French and French to English, including legal documents, correspondence, brochures, and reports.
- Researched and gathered materials in French and English for country-specific programs.

Women's Learning Partnership for Rights, Development, and Peace, Bethesda, MD

Web Development Intern

Oct. 2007-Jan. 2008

- Using web content management software, uploaded content in French on website for international nongovernmental organization.
- Verified that both content and format matched the English counterpart website and provided translation when necessary.

United Nations Development Programme, Burkina Faso

Online Volunteer Translator

Dec. 2006

- Translated terms of reference for civil society focal point position from English to French.

Agape France, Nice, France

Interpretation Volunteer/Summer Project Participant

July-Aug. 2004

- Provided consecutive interpretation from French to English and English to French for project speakers and participants.