

Helen E. Robertson
trading as Helen E Robertson Translations Ltd.

TRANSLATOR AND EDITOR

Source languages for translation: German, Dutch, French

Target language for translation: English

Editing language: British English

Specialist areas: Marketing, business, consultancy, finance

CONTACT DETAILS

Home address:

Calle Dama de Noche, 19
Bloque C, 5C
29640 Fuengirola
Málaga
Spain

Trading address (admin only):

17 Estill Close
Cayton, Scarborough
North Yorkshire
YO11 3TA
UK

E-mail: hertransl@yahoo.co.uk Website: www.hertranslations.co.uk

Mobile: +44 (0)7712 830139

MEMBERSHIPS

- Fellow of the Institute of Translation and Interpreting
- Member of Nederlands Genootschap Tolken en Vertalers
- Fellow of the Chartered Institute of Marketing
- Member of the Society of Authors and Translators' Association
- Member of the Association of MBAs

PROFESSIONAL EXPERIENCE

1992-
present **Managing Director of Helen E. Robertson Translations Ltd.**

Translation/editing.

- Short to medium length projects focusing on business translations of all kinds including a strong element of financial, legal and promotional texts and management training materials.
- Translated and/or edited a number of books, business and tourism, see appendix.
- Translated/edited numerous academic articles for Professor H. Proff of the Chair of General Management & International Automotive Management at the University of Duisburg-Essen who has kindly agreed to allow me to use her name as a reference.

- 1983-89 **Translator and Editor with McKinsey & Company, Inc.**, in Dusseldorf, Germany (1983-87) and Munich, Germany (1987-1989).
- 1980-83 **Translator with Carl Zeiss**, in Oberkochen, Germany.
- 1979-80 **Translator with Technisch-Wissenschaftlicher Übersetzungsdienst Boxall**, Karlstadt, Germany
- 1977-78 **Lektorin (assistant lecturer), Ruhr-University Bochum**, Bochum, Germany.

EDUCATIONAL BACKGROUND

- 2013 **Listen & Learn General Arabic Course, Intermediate level**
- 1991 **CIM Diploma in Marketing.**
- 1989-91 **Master in Business Administration**, Manchester Business School. Graduated on Director's list.
- 1979-80 **Post-Graduate Diploma in Vocational Techniques for Career Linguists**, University of Kent at Canterbury. Awarded Distinction. Languages studied: German, Dutch and Italian.
- 1972-77 **Master of Arts in German Language and Literature**, University of St Andrews. Awarded 2:1 with Distinction in Spoken German. Subsidiary subject: French.

OTHER PROFESSIONAL ACTIVITIES

2017-18	Tutor for “Making your CV stand out” module of the ITI course on Starting up as a Freelance Translator
2011-	Author/presenter on business skills for translation including three webinars (2011, 2012, 2016).
2002-09	Author of a series of articles on business issues in ITI bulletin
Continuous	Linked-In Helen Robertson; twitter HELENEROBERTSON; Wordpress blog HELENTHETRANSLATOR
Career-spanning	ITI offices including ITI Council membership, Coordinator of ITI Yorkshire, first Chairperson of Appeals Panel

APPENDIX

Selection of book projects on which I worked as translator or editor

- 2021: Edited the manuscript of "Reversed Pyramid", Dr Stefan Wachtel, self-published by the author
- 2019: Translated "The 55 Hidden Secrets of Hamburg", Malte Brenneisen, Luster
- 2019: Translated "Hello Amsterdam", Dohmeyer, Harriet, published by Ankerwechsel Verlag, approx. 125 pages
- 2015: Translated "The power of personality", Sylvia Loehken, John Murray Learning, 2015 (with Jackie Jones)
- 2009: Translated "Anything but Ordinary", Foerster, A. & P. Kreuz, approx. 250 pages, published in English by Marshall Cavendish Ltd.
- 2008: Translated part of and copy edited the remainder of "Where does responsibility start?", a joint project of brand eins Wissen and Siemens, 316 pages. This project involved managing a team of four freelancers.
- 2007: Translated part of and proof read remainder of "The Puma Story", R.-H. Peters, approx. 225 pages, published in English by Cyan Communications Ltd.
- 2005/2006: Translated part of and proof read remainder of "Global Production Manual", E. Abele, J. Kluge, U. Näher (Eds.). The book was to be further edited for the US market. Approx. 400 pages. German version published by Carl Hanser Verlag 2006.
- 2004/2005: Lead manuscript editor of "Value Creation - Strategies for the Chemical Industry", F. Budde, U.-H. Felcht and H. Frankemölle (Eds.). Published by Wiley-VCH 2005; approx. 450 pages.
- 1996: Translated part of and proof read remainder of "Quality Pays", G. Rommel et al., approx. 250 pages. Published in English by MacMillan Press Ltd. 1996.
- 1996: Revised and polished translation of "Shrink to Grow", J. Kluge et al., approx. 180 pages. English version published by MacMillan Press Ltd. 1996.
- 1995: Translated "Simplicity Wins", G. Rommel et al., approx. 210 pages. Published in English by Harvard Business School Press, 1995.