TRANSLATION/MTPE - PROOF-READING – EDITING

Languages

EN (UK/US)/FR(FR) > DA(DK)
FR(FR)/DA(DK) > EN (UK/US)

Type of work undertaken:
Translation, *MTPE*, *Proofreading*, *Editing*, *Authoring*.

Professional domains covered include (amongst many others):

➢ Telecommunications and Information and Communications Technology (ICT)
➢ Engineering/technical texts, including, e.g., Automotive, Computer, etc.
➢ General Commercial, Marketing, and other documentation, Annual Reports

Examples of work undertaken:

DA(DK) > EN(UK/US):

➢ Annual reports, management, and strategy documents
➢ Technical documents and technical specifications
➢ Technical manuals, User guides, etc.
➢ Medical (general) texts
➢ Contracts, Collective agreement documents
➢ Web-based training course material

EN(UK/US) > DA(DK):

➢ Technical instruction manuals
➢ General and marketing documentation

FR(FR) > DA(DK):

➢ Scientific and other reports
➢ Legal Texts

FR(FR) > EN(UK/US):

➢ Contract texts
➢ Automotive engineering and other documentation
➢ Medical texts

Authoring: *DA(DK), EN(UK), FR(FR)*:

➢ Feasibility study and other management reports
➢ Tender dossiers and Tender evaluation reports
➢ Final report for very large (55 MEURO) ICT project in Burkina Faso

Amongst the many end clients for whom I have provided translation services are:

CARITAS (DK), DanAgro (DK), Dansk Byggeri / 3F (DK), DSB (DK), Dubex A/S (DK), Femern A/S (DK), IBM (US), IVECO S.p.A. (DK), KMD A/S (DK), LEGO A/S (DK), NNIT A/S (DK), Norsildemel (N), NovoNordisk (DK), PSA Group (FR), Rare Wines A/S (DK), TWB (International), VELFAC A/S (DK).

EDUCATION (Michael J.H. Davies, Sole Proprietor)

1974   University of Kent, Canterbury, Kent, England (*BSc (Hons.)*);
1996   Henley Management College, Henley, Oxfordshire, England: (*Dip. Management*).

IT & Software Used

➢ **CAT**: *SDL Trados Studio* (2019, 2021, 2022), *Memsource*, *Wordfast*.
➢ MS Office 365 (Word, Excel, PowerPoint Publisher), Foxit Phantom PDF