

Hanna Burdon – Freelance Translator & Interpreter
English > Polish > English
Curriculum Vitae

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Areas of specialisation: **TECHNICAL, MEDICAL AND LEGAL TRANSLATION**

Experience *Medical: documentation for court cases, training and educational videos, books. Pharmaceutical law, leaflets and patents. Technical: user guides and installation manuals, health and safety, special purpose machines, MSDS, tender documentation. Legal: compensation claim documentation, contracts, certificates, legal decisions, technical approvals, import & export. Other: Press releases. Financial statements. Web sites. General texts.*

Some recent translation projects

- Industrial doors and docking systems: installation manuals, user manuals, marketing materials
- GDPR-related documentation
- Dust and fume control systems, local exhaust ventilation – manufacturer’s website
- Correspondence related to VAT refund claims
- Oil/water separator brochures
- Nebuliser instruction manual

Books

2006 Rebis Publishing House, Poznań
“Dr. Spock’s Baby and Child Care” by Benjamin Spock and Robert Needlman

2004 Rebis Publishing House, Poznań
“TLC: Talking, Listening, Connecting” by Dr Paul M. Rosen

2003 Harlequin Enterprises, Warsaw
“The Baby Dilemma” by Rebecca Winters

2002 Rebis Publishing House, Poznań
“Take Action” by Susan Bixler and Lisa Scherrer

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- 2001** Rebis Publishing House, Poznań
“Baby and Child Care” by Benjamin Spock and Steven J. Parker (co-translator)
- 2000** Rebis Publishing House, Poznań
“Positive Discipline” by Jane Nelsen; “Tai Chi” by Lam Kam Chuen

Interpreting Face-to-face interpreting in the NHS setting (mental health services: therapy sessions, mental health hospital), as well as at business meetings, trade fairs, workshops, job centres, health and safety examinations, prisons, etc. Telephone interpreting for the police as well as hospitals and other medical services (in Britain and America).

Education **1995 – 2000** Adam Mickiewicz University in Poznań, Poland

- MA in Translation and Conference Interpreting at the School of English
- A grant from the European Union in the TEMPUS programme: studies at Northampton University, Great Britain (April – July **1998**); Universidade de Aveiro, Portugal (September **1998**); Universität Wien, Austria (November **1999**)
- **1999 - 2000** Participation in a scientific project at the Department of Computer Sciences of Adam Mickiewicz University: construction of the POLENG Machine Translation System, sponsored by the Committee of Scientific Research. Publication of an article: *The Importance of Corpus Analysis for the Construction of an MT System* in: "Speech and Language Technology. Volume 4", Poznań 2000

Software SDL Trados Studio 2017, MS Office 2013 (Word, Excel, PowerPoint)