

Curriculum Vitae

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English-Latvian translator of pharmaceutical texts with more than 20 years of experience and currently attaining a degree in pharmacy

Languages:

Latvian (native)
English (fluent)
Russian (fluent)
Spanish (colloquial)

Skills:

Language translation **English into Latvian**
Revision & proofreading
Translation and cultural adaptation of Patient reported outcomes (PRO)
Harmonization of EQ-5D instruments.
Cognitive debriefing interviews.
Quality assessment, style guide preparations.
Subjects: pharmaceuticals, pharmacoconomics, clinical trials, SmPC, PIL, life sciences, chemistry, user manuals, localization, IT software, hardware

Detailed experience:

Clinical trial documentation: translation, editing, compliance checking. Informed consent forms, clinical trial manuals, investigator contracts, product information leaflets, investigational drug labels, study protocols, advertisement posters, etc.

Regulatory documents: European Medicines Agency (EMA) workflow, Summary of product characteristics (SmPC), Patient information leaflets (PIL), scientific conclusions, application letters, QRD templates.

Linguistic debriefing and harmonization projects for clinical studies. PRO, EQ-5D instruments, forward and back translations. Cognitive debriefing: patient interviews by phone and in person, evaluation of linguistic results.

Other medical and pharmaceutical products: medical devices, discharge letters, care plans, clinical assessments, tests & investigations, lab manuals, testing plans, pharmacopeia articles, microbiology equipment and procedures.

End clients include largest pharmaceutical companies: Johnson & Johnson, Pfizer, GlaxoSmithKline, Novartis, Sanofi, AstraZeneca, Abbott Laboratories, Merck, Eli Lilly, Grindex and others.

Other services in pharmaceutical field: Language Quality Assurance services. Terminology checking, research, development of style guides.

User manuals and UI: Satnav device User Interface (UI) strings and User manuals (TomTom). High Definition (HD) TV and Home theater equipment manual translation for Sony. Power Station electrical equipment Instruction Manual translation for the new Riga TEC, Japan. Manuals for JCB (excavators), Sony (DVD players, TV sets), Medtronic medical devices, JELD-Weld, Riga TEC 2, Daiichi-Sankyo etc.

Strongest points: precision, accuracy, keeping deadlines, communication.

More than 8 million words translated, revised or proofread.

Largest clients:

Transperfect Inc., New York, and subsidiaries.
FACIT Evanston, IL, USA.
Corporate Translations, Inc. Chicago and subsidiaries.
Global Language Services, Inc. and Welocalize Inc.
Icon PLC, Ireland.
International Language Services, Inc., Minnesota.

Work Experience:

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| 2000–2017 | Freelance translator. Medical, pharmaceutical, life sciences, IT, general business. |
| 1997–2000 | Project manager for the Baltic Translation Group, <i>The Bhaktivedanta Book Trust International</i> , Korshnas Gard, Sweden |
| 1994–1997 | In-house translator at <i>The Bhaktivedanta Book Trust International</i> , Riga, Latvia |
| 1993–1994 | Publishing editor & proofreader, <i>The Bhaktivedanta Book Trust International</i> , Riga, Latvia |

Education:

- 2013–now University of Brighton, in Brighton, UK (full time studies), set to receive Master’s degree in pharmacy in July 2017
- November 2011 Medical Terminology Course (online), University of Illinois at Springfield, USA (24 credit hours)
- 1996–1997 Course in Translation Theory and Practice. Moscow State University, Moscow, Russia, (30 hours)
- 1992–1994 Riga Technical University, Riga, Latvia, *Chemistry*

Software:

- ❖ SDL Trados Studio 2015
- ❖ MemoQ 2015
- ❖ Deja-Vu
- ❖ SDLX
- ❖ Adobe Acrobat (PDF editing)

References available upon request.