

HENRIK JOHN WILLIAMS

PROFESSIONAL SUMMARY

Experienced Swedish to English Translator and Language Specialist with over 25 years of proven expertise in translation, localization, quality assurance, and consultancy. Advanced proficiency in multiple CAT tools for optimising translation and MTPE workflows.

WORK HISTORY

Partner and Language Engineer, 2004 - Current **Sv-En Translations Limited - Carmarthen, UK**

- Company Overview: Translation business that offers Swedish to English language services. The company specialises in general technical and automotive translation but undertakes many other subject areas including Business and Finance, Marketing, Social Media, Scientific and Health Care, Sports administration, Tourism and IT as well as Video Games. Text domains include Websites, Software, User Documentation, Technical Manuals, as well as Installation, Operation and Maintenance Material and Commercial correspondence.
- My role includes project management, language consultancy, Swedish into English translation, proofreading, editing, Machine Translation post-editing work, conversion work as well as memory and glossary creation and management using CAT tools.

Translation manager, 1999 - 2004

WordOrder (UK) Limited/Meta Language Engineering Ltd. - Bristol, UK

- This role included translating Swedish into English, proofreading, editing automotive technical documentation using Trados applications.
- Other duties included:
 - In-house memory and glossary management
 - Research
 - Software evaluation
 - Project management

Operations Manager, 2002 - 2003

Meta Language Engineering Ltd. - Amsterdam, The Netherlands

- This posting involved running an office of 18 in-house international translators and reporting to the Group Managing Director.
 - Other duties involved:
 - Administration
 - Project and Translation Management
 - Monitoring production and resources
 - Administering the computer network
 - Personnel management
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CONTACT

Address: Sv-En Translations Ltd.
Cwmgwili, Bronwydd Arms,
Carmarthen, Wales, SA33 6HY

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033 328

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SKILLS

- Technical translation
 - Proofreading & Revision
 - Localization
 - Transcreation
 - Machine Translation & Post Editing
 - English Language consulting
 - US to UK English language conversion
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TOOLS

- Proficient in use of MS Office Suite
 - SDL Trados Studio 2021
 - Trados MultiTerm IX
 - Phrase
 - MemoQ
 - GlobalLink
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EDUCATION

Intensive course of Portuguese, Beginners level, 2007
University of Porto

An Introduction to Management, 2003
Spearhead training group Ltd

Advanced Trados 5 Certificate of Training, 2002
Trados UK Ltd

Advanced Trados 5.5 & MultiTerm Certificate of Training, 2002
Trados UK Ltd

BA Honours Degree, Scandinavian Studies with Swedish, 1999
University of East Anglia - UK
with 1 year Erasmus placement at University of Uppsala, Sweden

International Baccalaureate diploma, 1995
St. Clare's College - Oxford

8 GCSE's, French, German and English, 1993
The Kings School - Gloucester

Preliminary Level Examination, 1992
Swedish Institute of Linguistics
