

## François Trahan

**Email:** info@englishorfrench.com

**Tel:** 778-882-3665

**Web:** www.englishorfrench.com

PO Box 878  
Sooke, BC V9Z 1H8



- Indexer
- Translator
- Proofreader

### **HIGHLIGHTS**

- Diverse education and work experience in Canada, Japan and Australia:
  - Book and journal indexing • Proofreading • Translation revision
  - Bilingual print and web production • Project management • Librarianship
- Commitment to superior quality standards and to meet deadlines
- Highly organized, a great eye for detail, conscientious and reliable
- Native level English and French, with excellent communication skills

### **Career history in publishing and in libraries**

- 2007-            Indexer / Proofreader / Translation Reviser (freelance)
- 2008-2009    Journal Assistant (p/t) *BC Studies: The British Columbian Quarterly*
- 2007-2008    Project Assistant (part-time) Botanical Garden  
University of British Columbia / Virtual Museum Canada (CHIN)
- 2006            Editorial Assistant *Canadian Journal of Forest Research*  
University of British Columbia / National Research Council of Canada
- 2003-2006    Production Manager Harvey McKinnon Associates
- 2000-2003    Production Manager / Proofreader / Webmaster Eat Creative
- 1999-2003    Writer (freelance) Time Out
- 1997-2000    Production Manager / Proofreader Crisscross (*Metropolis* magazine)
- 1997            Library Manager (Acting) Australia Council for the Arts
- 1995-1996    Cataloguer / Indexer Australia Council for the Arts
- 1995-1996    Verifier Australian Consumers' Association (*Choice* magazine)
- 1995            Cataloguer New South Wales Department of Health
- 1992-1995    Librarian / Cataloguer  
Sydney Water (Head Office and Science & Environment libraries)
- 1990-1992    Librarian Hydrographic Office
- 1989            Librarian Fairfax & Sons Publishers (*The Sydney Morning Herald*)
- 1988            Subtitler (freelance) Special Broadcasting Service
- 1984-1985    Proofreader Environment Canada, French Editing Unit

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### Areas of expertise

Natural sciences and history, environment, education, development, social change, language, translation, botany, sustainability, travel, history, consumer issues, Québec, Asia-Pacific, Japan, marine and freshwater sciences, agriculture, food, and gardening.

### Professional affiliation

Indexing Society of Canada ([www.indexers.ca](http://www.indexers.ca))

Editors' Association of Canada ([www.editors.ca](http://www.editors.ca))

Indexing Special Interest Groups: Gardening and Environmental Studies / Websites

### Professional development

Indexing Society of Canada annual conference, 2007, 2008 and 2010

Website indexing, Simmons College, Graduate School of Library and Information Science, June 2010

American Society for Indexing annual conference, 2009

Basic Copy Editing, Writing and Publishing Program, Simon Fraser University, 2009

Research Skills for Editors, Editors' Association of Canada workshop, 2008

### Education

2006      Indexing  
Writing and Publishing Program, Simon Fraser University (Vancouver)

1989      Post-graduate Diploma in Librarianship and Information Science  
University of New South Wales (Sydney, Australia)

1983-1986      Bachelor of Arts, French-English Translation  
Concordia University (Montréal)

1982      Studies in Environment      Université du Québec à Montréal (UQAM)

1978-1981      Diploma in Water Purification      CEGEP St-Laurent (Montréal)

### References

Will be provided upon request.