



Matthew Goldstein

French-English Translator | Reviser

310-387-6187 mattgoldsteinwriter@gmail.com mattgoldsteintranslator.com

Languages

- English (native)
- French (fluent)
- Spanish (conversant)

Services

- Translation
- Review
- Editing/MPTE
- Proofing

Fields

- Legal
- Insurance
- Non-profit / NGO
- Arts
- Real estate

CAT Tools

- Smartcat
- MemoQ

Certifications

- Cardiff University, Certificate of Achievement, Working with Translation: Theory and Practice
- McGill University, Montreal, QC, Certificate of Proficiency in French

Memberships

- American Translators Association
- New York Circle of Translators

Recent Translations

Legal

- Third Party Summons (France)
- Legal Proceedings Document (Quebec)

Insurance

- Insurance preliminary report (Burkina Faso)
- Liability Insurance Manual (Quebec)
- AIG Canada PowerPoint presentation (Quebec)

Marketing/Media

- Product descriptions, focus group answers (France, various)
- Article ICI Radio Canada (Quebec)

Non-Profit

- International Coalition of Sites of Conscience
- Cyber Activists and the Popular Movement of the Rif (Morocco)
- Memorandum of Understanding, City of Goma (Democratic Republic of the Congo)
- Press Release, International Day against Enforced Disappearance (Algeria)

Volunteer Translations

Planet'ngo, Neuilly Sur Seine, France - NGO Support Organization working worldwide

- Press Pack
- Website content
- President's message / eNewsletter

Translation Reviews

- Pharmaceutical SOPs
- Global Initiative for Justice, Truth, and Reconciliation (GIJTR) Reparations Report
- Strengthening memory, justice, and human rights in Brazil and the Southern Hemisphere
- Website, International Coalition Sites of Conscience
- Lower East Side Tenement Museum, New York, NY

Non-Freelance, Editorial Project Management

Purdue Pharma, LLC – Stamford, CT

Sr. Promotions Process Specialist

July 2015 – March 2018

- Performed editorial, proofreading quality control checks on materials going through internal review
- Captured edits on promotional pieces during live review meetings
- Ensured FDA compliance on all promotional and marketing materials

RCM Technologies Contractor at Boehringer-Ingelheim Pharmaceuticals, Inc. - Ridgefield, CT

Therapeutic Promotions Manager (Oncology)

July 2013 – 2015

- Reviewed content for grammar, punctuation and language usage; verified correct directional and copyright statements in accordance with FDA policies and drug regulatory standards
- Captured edits, comments on promotional pieces during live review meetings
- Prepared approved promotional pieces for 2253 submission to the FDA

Education

- University of Pittsburgh, Pittsburgh, PA - BA English Writing
- Cardiff University - Certificate of Achievement, Working with Translation: Theory and Practice
- McGill University, Montreal, QC - Certificate of Proficiency in French
- L'Atelier 9, Paris, France - One week advanced level intensive course