

## PROFILE FOR AN ENGLISH LANGUAGE EDITOR

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Academic Qualifications: BA (Rhodes); BA (Hons), BTh (Hons), HED (SA).

I am a retired schoolmaster/priest.

**Experience that enables me to be an editor:** I have taught English for 40 years (running a school English Department for over 20 of those) to SA Matriculation (JMB; IEB) level; First Year University Level at times; UK GCSE and A Level English during five years in an English Independent School (with students from over 65 different countries). I have also written several works in English, and was for two years before teaching an Associate Editor and Head of the English Section of a national magazine with an international readership. For the past three years, in retirement, I have edited Master's Dissertations and Doctoral Theses for students at the University of Pretoria, the University of the North West, the University of South Africa, the CSIR, the University of Stellenbosch, the Michaelis Art School at the University of Cape Town, the University of the Western Cape and Cranefield College. My students appear to have been happy with the work I have done for them as I have had positive feedback, several recommendations, and no complaints.

**My working preferences and fees:** I like to receive work as a Word attachment to an email. I then edit the work using track changes which the student is welcome to accept or reject. Where I am uncertain as to exact meaning (if the matter is very technical or esoteric) of a statement I shall offer a possible interpretation for the student if there is a lack of clarity (especially when this is caused because English is clearly not the student's first language). When I have completed the editing (I have a reputation for working pretty quickly) I inform the student that the work has been done, what my bill is, and what my banking details are. When I have received proof of payment I then send the work back to the student (with a declaration that it has been edited by me if this is required by the examining authority). I have had to adopt this rather mercenary approach to payment, as I have been let down at times when I have trusted students to pay after the work has been returned to them. At present I charge R20 per double spaced A 4 typed page. If the language is such that it is likely to take me considerably longer than it usually does I reserve the right to increase that to R25 or even R30 per page, but I will never start work that requires such an increase without first consulting with the student by email.

I look forward to offering my services to students in the hope that my editing work will increase their chances of academic success and enrichment.