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Language skills

Mother tongue: Traditional Chinese (Taiwan)

Fluent in Mandarin, Taiwanese and English. Flat in Japanese.

Education

1995 - 1999 **National Chiao Tung University** **Hsinchu, Taiwan**
B. S. of Management Science Department

Work Experience

2006 – now **Freelance translator/editor** **Taipei, Taiwan**

- Translate/Edit/Proofread in full-time basis.
- Manage localization projects for IT/Network, Business, Financial, Travel, Automobile and Medical industries.
- Establish a teamwork for large project to include the entire translation/editing/proofreading process.

2004 – 2006 **Elite Translators Co. Ltd.** **Taipei, Taiwan**
Project Manager, Software Localization Dep. **886-2-27400706**

- Manage over 50 localization projects annually, usually 15 simultaneously.
- Communicate with clients, translators and reviewers around the world.
- Assist the training for beginners (PMs, translators, staff from other departments).
- Support translation, quality assurance, and on-site testing.
- Familiar with multiple translation tools: IBM TMWin/TWB/IDWB/TPT, SDLX, Trados, Logoport, LocStudio, STAR Transit 3.0 Satellite PE.

2002 – 2004 **Golden Eagle International Consultants Ltd.** **Taipei, Taiwan**
Manager, Documentation Department **886-2-27761919**

Set operation standards and control operation quality. Integrate all resources for immigration application. Design interior training courses. Communicate and cooperate with other departments and business partners. Make department goals. Evaluate staff performance. Manage 6 secretaries in 2 teams.

2000 – 2001 **SunNet Technologies Co., Ltd.** **Taipei, Taiwan**
Assistant manager, Marketing Department **886-2-25010303**

1999 – 2000 **SunNet Technologies Co., Ltd.** **Taipei, Taiwan**
Webmaster, E-commerce Department **886-2-25010303**

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Translation Skills

- **Translation tools:**
IBM TM, SDLX, Trados, Idiom, HyperHub, STAR Transit, Logoport, LocStudio, ForeignDesk
- **Specialization**
 1. Computer-Software/Hardware UI and documentation
 2. Computer-System, Network solutions
 3. Marketing / Advertising
 4. Business / Financial
 5. Management / Human resource
 6. Travel
 7. Science
 8. Health
 9. Technical / Electronics
 10. Telecommunication
- **Productions:**
 1. IBM ThinkPad / ThinkCentre series manuals and on-line helps
 2. IBM Rescue and Recovery user interface, manuals and on-line helps
 3. IBM WebSphere MQSeries Workflow, Information Integrator, Application Server
 4. IBM Tivoli Storage Manager manuals
 5. IBM Tivoli OMEGAMON XE for DB2 and z/OS translation and testing
 6. IBM On Demand Business solutions interface and promotion documents
 7. IBM Financial Services Data Model user interface
 8. IBM PartnerWorld website interface and promotion documents
 9. IBM Global Financing website interface and documents
 10. Oracle Hyperion language team lead, modules localization and manuals
 11. Seagate website, manuals, marketing documents
 12. Symantec software localization and website translation
 13. SAP HR/CRM user interface
 14. Microsoft GoldenEye & xBOX training materials and promotion documents
 15. Nokia, Sony Ericsson, Samsung cell phone interface and marketing documents
 16. Sony Media Manager for Mobile interface and online help
 17. Autodesk product introductions, manuals, website
 18. Polycom ViewStation and SoundStation series translation and web testing.
 19. SAAB, Volvo, Lexus, Toyota's eLearning websites, manuals, training documents
 20. Schuhfried psychological diagnostics website

Quotation

- Translation (ENG > CHT-TW): 0.12 USD per ENG word
- Conversion (CHS > CHT-TW): 0.06 USD per ENG word
- Editing/Proofreading: 0.07 USD per ENG word
- Minimum rate: 35 USD. Urgent projects will apply markup of 20%.**
- On-site testing (Taiwan): 40.00 USD per hour, plus additional fees (if applicable)
- Web testing: 40.00 USD per hour
- **Translation capacity:** 2000 words/day (10000 words/week)
- **Proofreading capacity:** 4000 words/day (20000 words/week)

Payment

- Bank remittance
- Moneybookers account