

# CV

## Profile

Name: Bill Zhao

Gender: Male

Age: 40

Time Zone: UTC+8:00

Location: Jilin, China

Email: [billzhao430@live.com](mailto:billzhao430@live.com)

Mobile Phone: +86 15694329835

Skype: william430

Years of Translation Experience: 17 years

## Services

Services: Translation, Review, LQA

Language Pair: English to Simplified Chinese

Daily Capacity: 2400 words/day

Availability: 8 hours/day and 5 days/week

## Rates

Word Rate: 0.06 - 0.10 USD/word

Hourly Rate: 18 - 30 USD/hour

Payment Type: Bank transfer

## Expertise

Smart Phone, Sportswear, Digital Camera, Computer, Internet, Telecommunication, Aviation

## Work Experience

1) Freelance Translator: 4/2011 - Now

2) Company: **Canon** Information Technology

Industry: Digital Camera      Department: Localization

Job Title: Team Leader      Location: Beijing, China

Duration: 3/2008 - 3/2011

Description:

Be responsible for English to Traditional Chinese web pages translation for Canon Hong Kong. Receive the English web pages from Canon Japan. Analyze, plan and quote for the project. Assign the translation work to the team members and review the translated web pages. Finally send the Traditional Chinese deliverable to the client. Keep in contact with the client and deal with its feedback. Also be responsible for the general management and performance evaluation of the team members.

3) Company: **Welocalize**

Industry: Localization      Department: Localization

Job Title: Translator      Location: Beijing, China

Duration: 2/2006 - 2/2008

Description:

Be responsible for translating and reviewing the technical documents from English to Simplified Chinese. Specialize in Computer field and also work in Internet field. The clients include Autodesk, Google, YouTube.

4) Company: Celestone Systems International

Industry: Localization      Department: Localization

Job Title: Translator      Location: Beijing, China

Duration: 1/2005 - 1/2006

Description:

Be responsible for translating the news press from English to Simplified Chinese. Specialize in Telecommunication field and also work in Computer field. The clients include Nokia, HP.

5) Company: Paish Communications

Industry: Translation      Department: Translation

Job Title: Translator      Location: Beijing, China

Duration: 7/2004 - 12/2004

Description:

Be responsible for translating various documents from English to Simplified Chinese. Specialize in Aviation field. The clients include Airbus, Rolls Royce, Singapore Airlines.

### Featured Projects

1) Client: **Apple**

Field: Smart Phone      Language Pair: English to Simplified Chinese

Role: LQA      Duration: 12/2018 - Now

Description:

Working as the LQA for Apple, I am responsible for reviewing and assessing the translated marketing contents like Apple Education and Apple Business from English to Simplified Chinese.

2) Client: **NIKE**

Field: Sportswear      Language Pair: English to Simplified Chinese

Role: Lead Reviewer      Duration: 5/2015 - 9/2018

Description:

Worked as the lead reviewer for NIKE, I was responsible for reviewing the translation received from SDL. As the lead reviewer of Simplified Chinese team, I was also responsible for style guide update, glossary maintenance and communicating with other parties.

### Education

Institute: Changchun University

Major: English      Location: Changchun, China

Degree: Bachelor      Duration: 9/2000 - 7/2004

**Certificate**

Certificate: TEM-4 (Test for English Major Grade 4)

Date Certified: 5/2004

Authority: The Ministry of Education of China

**Software**

SDL Trados Studio 2019

Idiom WorldServer Desktop Workbench

Adobe Acrobat

Microsoft Word

Microsoft Excel

Microsoft PowerPoint