

Qibiao Sun

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WORKING LANGUAGES

English to Chinese
Chinese to English
Chinese
English

SKILLS PROFILE

- Experienced translator
- Excellent working knowledge using CAT tools with a focus on SDL Trados; MemoQ, Smartcat, Microsoft Office, Adobe InDesign, Photoshop, Illustrator
- Good filing and organizational skills
- Experience in handling confidential paperwork
- Quick responsiveness to customers and fast turnaround

EXPERIENCE

June 2013 – Present

Freelance Translator

Automobile, Aviation, IT, Games, Literature, Construction, Architecture, Technical, Business, Finance, Medical, Legal Translation and proofreading:

- Contracts and agreements
- Reports
- Papers
- Patents
- Manuals
- Prose and Fiction
- Games
- General

RECENT PROJECTS

Legal: Indictment and court criminal order, English to Chinese translation, 2708 words
Games: A simulation game of the world, English to Chinese translation, 20406 words
General: Information on paid sick leave, pregnancy leave and family leave in the U.S., English to Chinese translation, 5434 words
Thesis: Iraq War, Chinese to English translation, 11838 words
Thesis: Thermal analysis of MTPS insulation blanket, Chinese to English translation, 23612 words
Legal: restraint order prohibiting disposal of assets, English to Chinese translation, 2296 words
Thesis: Thermomechanical analysis of MTPS honeycomb structure, Chinese to English translation, 30756 words
E-commerce: An article on e-commerce development of Southeast Asia, Chinese to English translation, 12595 words
General: remodeling contract, Chinese to English translation, 2368 words
Automobile: training documents for a famous luxury car brand, English to Chinese translation, 6651 words
Education: SELPAs student triennial reevaluation, English to Chinese translation, 16709 words
Thesis: A thesis on ablation behaviors of C/SiC Chinese to English translation, 65968 words
Games: A mobile phone train game, English to Chinese translation, 18742 words
Games: A shooter video game, English to Chinese review, 227392 words
Medical: Covid-19 reopen documents for a social services organization in New York, English to Chinese translation, 11015 words
Finance: Company Bond Placement Intermediary Service Agreement, Chinese to English translation, 6343 words
Medical: Program of All-Inclusive Care for the Elderly related documents for a California-based medical clinic, English to Chinese translation, 4075 words
IT: Software product manual, server virtualization, global out-of-band management, out-of-band device, reverse proxy, PRTG network monitoring software, proxy stack, SSL certificate, development and deployment environment related training documents, English to Chinese translation, 26613 words
Academic and educational: Covid-19 related articles for a US university, English to Chinese translation, 3476 words
Medical: Website articles for one of the best hospitals in the United States, English to Chinese translation, 1567 words
Games: A well-known strategy game, English to Chinese translation, 98795 words
Finance: Bank annual report, English to Chinese translation, 81009 words
Finance: Bank annual report, English to Chinese review, 25212 words
Film: A Hollywood film company presentation, English to Chinese 1658 words
Technical: Compressor installation manual for a leading global brand, Chinese to English 25153 words
IT: Company internal Revit guidelines, English to Chinese 2192 words
IT: Terminal management software product manual, Chinese to English 4462 words
IT: IT asset policy of a leading Chinese IT company, English to Chinese 2156 words
Law: Legal advice on cannabidiol business from one of the Big Four auditors, English to Chinese 3963 words
IT: Computer memory and data storage related articles, Chinese to English 5578 words
Tourism: DTP Translation of menus for a leading cruise ship company, English to Chinese 33 Pages 7631 words
Technical: Impact wrench manual, English to Chinese 2167 words
Technical: Licensee work procedure for a Fortune 500 company, English to Chinese 5188 words
Technical: Patent, Chinese to English 5454 words
Finance: Audit report, Chinese to English 6105 words
Contract: Lease contract, English to Chinese 2849 words
Aviation: A helicopter flight manual, English to Chinese 108000 words
Literature: Who Is Listening to You in Times, Chinese to English 120000 words
Automobile: Automotive Interior Materials Flammability Test Reports, Chinese to English 50000 words
Automobile: Automotive Maintenance and Repair Manual, Chinese to English 65000 words
Automobile: Car User Manual, Chinese to English 105000 words
Law: Trust Agreement, Will & Property Power of Attorney, English to Chinese 30000 words
TV show: Video Subtitle Translation, Chinese to English 60 minutes
Construction: Power Plant Construction, English to Chinese 60000 words
IT: Software Data, English to Chinese 30000 words
Mining: Inquiry Document for Blind Sink of Ventilation Shaft, English to Chinese 45000 words
IT: Software License and Services Agreement, English to Chinese 20000 words
Environment: Water Treatment Plan, Chinese to English 10000 words
Architecture: Architecture Company Catalog, English to Chinese 20000 words
Medical: Early application of low-dose glucocorticoid improves acute respiratory distress syndrome, English to Chinese 10000 words
Automobile: Car User Interface Data, Chinese to English 2000 words
IT: Host Lines for Smart Parking App Launch Press Conference, Chinese to English 5000 words
Literature: The Receding Figure of a Dynasty, Chinese to English 13000 words
Chemistry: A patent on microbial fuel cells and microbial electrolytic cells, Chinese to English 10000 words
Finance: Research on the relationship between financial development and the growth of farmers' income in China English to Chinese 8500 words
Business: Shareholder's Agreement for a Sino-Indian Joint Venture Company, English to Chinese 13000 words

Education

September 2009 - June 2013

Credentials

Bachelor of Arts in Translation

Zhejiang Normal University, Jinhua, Zhejiang Province, China

- CET
- TEM
- CATTI

References available upon request