



Nana Qin

Freelance Translator

Chinese proofreader/editor



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LANGUAGE PAIR

◎ Simplified Chinese ● ● ● ● ●

◎ English ● ● ● ● ●



SKILLS

◎ Office ● ● ● ● ●

◎ Trados ● ● ● ● ●



ABOUT ME

A multilingual and talented translator with over 5 years' experience, and the proven ability to translate written documents from a source language to a target language. Specialized in the translation of items in English, Chinese, all at native level in terms of proficiency. Degree educated in Thermal and Power Engineering as major and Law as minor in Central South University, with a background in proofreading, editing. Familiar with computer-assisted translation software including SDL Trados Studios.



EXPERIENCE

2013-2015

Full-time job. Translated papers on thermal and power engineering for a research institute and dealt with university-enterprise cooperation matters.

2016-till now

Freelancer translator and proofreader, editor. Experienced translator in a wide range of fields. Focused on legal document, including all kinds of agreements, financial documents as well as general documents.

Established a stable cooperative relationship with CIPG, Transn, GTCOM and other well-known translation agency in China.

Total translation volume exceeding 5 million words for legal documents.



SPECIALIZAITIONS



Legal

Legal: Legal documents , including service agreements, NDA's, General Data Protection, Purchasing agreement, articles of incorporation, regulations, birth certificates, websites, and lease agreements.



Finance |

Finance: Financial Reports (annual/quarterly reports, financial statements, due diligence, limited reviews, audit summary memorandums, etc.); financial agreements



General documents

Emails, business proposals, presentations, letters and reports; user manuals, etc.