

Miranda Chen

Freelance Translator, Virtual Assistant, Chinese voice over

Freelance Translation Experience

- November 2019 **SmartHCM** (Human resource management software)
Task: Translated the landing page of SmartHCM from English to Chinese.
Word count: 1180 words.
Delivery time: 1 day.
- Task:** Translated the SmartHCM system from English to Chinese.
Word count: 33,200 words.
Delivery time: 3 days.
- January 2020 **AdviseWise** (Educational consultants)
Task: Translated the website from English to Chinese.
Word count: 1003 words.
Delivery time: 1 day.
- January 2020 **Triptych** (Property Management)
Task: Translated the newsletter from English to Chinese.
Word count: 1314 words.
Delivery time: 1 day.
- January 2020 **A marketing company**
Task: Translated the survey from English to Chinese.
Word count: 832 words.
Delivery time: 1 day.
- February 2020 **Chicago Superior Products, LLC** (Technology industry)
Task: Translated exclusive distribution agreement from English to Chinese.
Word count: 1927 words.
Delivery time: 2 days.
- February 2020 **A game company**
Task: Translated all text in the game from English to Chinese.
Word count: 670 words.
Delivery time: 1 day.
- February 2020 **MAP Partners Limited** (Financial industry)
Task: Translated the website from English to Traditional and Simplified Chinese.
Word count: 1601 words.
Delivery time: 4 days.
- February 2020 **Tapplent** (Human resource management software)
Task: Translated the training PPT for system use.
Word count: 694 words.
Delivery time: 1 day.
- February 2020 **Narratrs** (Marketing industry)
Task: Translated the promote copywriting from English to Chinese.
Word count: 418 words.
Delivery time: 1 day.
- February 2020 **Tapplent** (Human resource management software)
Task: Translated the script of the training video, record the voice over in Chinese, and embed the recording into the video.
Word count: 889 words.
Delivery time: 2 days.



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Client Reviews

★★★★★

Miranda's translation service is excellent. She transcribes newsletters for my apartment building every week and feedback from our Chinese residents say the translation is excellent. I'm very happy with Miranda's accuracy and speed.

★★★★★

Miranda was brilliant. She took on a translation and proof reading task at short notice and turned it around within 2 hours. I was really happy with the service she provided. I would definitely recommend her for any translation or proof reading work. Great work Miranda!

★★★★★

I had some company Handbook to translate from English to traditional Chinese and Miranda as done the job properly, taking the time to review local regulations, highlights inconsistencies Etc. Very pleased with her job.

Freelance Translation Experience

February 2020 **CHERNOBYLwel.com** (Tourism industry)
Task: Translated the promote copywriting from English to Chinese.
Word count: 2496 words.
Delivery time: 3 days.

February 2020 **YouTube Marov Driver Channel(Video)**
Task: Translated the script from English to Chinese.
Word count: 3200 words.
Delivery time: 1 day.

February 2020 **Narratrs** (Marketing industry)
Task: Translated the promote copywriting from English to Chinese.
Word count: 959 words.
Delivery time: 1 day.

February 2020 **A game company**
Task: Translated all text in the game from English to Chinese.
Word count: 532 words.
Delivery time: 1 day.

February 2020 **Narratrs** (Marketing industry)
Task: Translated the promote copywriting from English to Chinese.
Word count: 895 words.
Delivery time: 1 day.

March 2020 **A marketing company**
Task: Translated the survey from English to Chinese.
Word count: 5152 words.
Delivery time: 5 days

March 2020 **Triptych** (Property Management)
Task: Translated the newsletter from English to Chinese.
Word count: 1388 words.
Delivery time: 1 day.

March 2020 **MAP Partners Limited** (Financial industry)
Task: Translated the disclaimer from English to Traditional and Simplified Chinese.
Word count: 1577 words.
Delivery time: 4 days.

March 2020 **Triptych** (Property Management)
Task: Translated the newsletter from English to Chinese.
Word count: 2412 words.
Delivery time: 1 day.

March 2020 **Tapplent**(Human resource management software)
Task: Translated the training PPT and F.A.Q.
Word count: 2081 words.
Delivery time: 2 days.

March - April 2020 **Triptych** (Property Management)
Task: Translated the newsletter from English to Chinese.
Word count: 5669 words (Three documents).
Delivery time: 1 day.

April 2020 **Anti-corruption Programme for the Protection of Illegal Workers in Malaysia (APPM)**
Task: Translated the website from English to Chinese.
Word count: 1725 words.
Delivery time: 1 day.

Client Reviews

★★★★★

Professional recording, pleasant voice, respected the wording/script and the deadline to submit the files. Will keep working with Miranda :)

★★★★★

Delivered on time and was very professional. Thumps up!

★★★★★

Delivered my product in only 9 hours. The translation was great and I will come back if I ever need help on a similar project again.

- April 2020 **Dudoo** (food delivery or our Dudoo order management software)
Task: Translated the promote copywriting from English to traditional Chinese.
Word count: 1003 words.
Delivery time: 1 day.
- April 2020 **Crossingstv** (Videos)
Task: Translated the script from English to traditional Chinese.
Word count: 2136 words (Three documents).
Delivery time: 1 day.
- May 2020 **Praxis Language** (Education industry)
Task: Translated the brochure from English to Chinese.
Word count: 1068 words.
Delivery time: 1 day.
- May 2020 **Triptych** (Property Management)
Task: Translated the newsletter from English to Chinese.
Word count: 1174 words.
Delivery time: 1 day.
- May 2020 **Greenland Watch Limited** (Manufacturing industry)
Task: Translated the handbook and employment contract from English to traditional Chinese, and I need to check the Hong Kong personnel laws and regulations to ensure that the handbook and contracts comply with the laws and regulations.
Word count: 10144 words.
Delivery time: 4 days.

Client Reviews

★★★★★

I love working with Miranda. She does a great job, is reliable, speedy, courteous and friendly and accurate. Well done!

★★★★★

I keep coming back because Miranda is great at her job! I'm a very happy customer!

★★★★★

PERFECT, as always. Reliable, good communication, and fast. I keep ordering from her :)