

SPECIALIZATIONS

Professional English-Chinese and Chinese-English translation and interpretation services in the areas of business, financial services, legal and social services, arts, tourism and entertainment, IT, engineering, ERP (SAP), medical, etc..

EDUCATION

Bachelor of Arts in Management: College of Tourism, Hainan University, Haikou, China, September 2003 – July 2007

- Specialization: Tourism Management and Development, Applied English, Economic, Statistics, Accounting, Financial
- Graduate Diploma: Bachelor of Arts in Management

Professional Associations: Member of Hainan Translation Association, Hainan University Translation Association.

TRANSLATION EXPERIENCE

Freelance Experiences

- Translation: served as the contracted translator of many international translation and localization agencies include Corporate Translations, Inc., USA; Acclaro Inc., USA; Freedman International, UK and USA; Janus Worldwide, Austria, USA, Kazakhstan; LINGUAL CONSULTANCY SERVICES Pvt Ltd, India; C1-800-Translate, New York, USA; International Monetary Fund, USA; Multilingual Community Interpreter Services, Canada; Fox Translation, Canada; INF Translations, Canada; etc.
- Interpretation:
 - ✓ 3rd annual conference of Baoao Forum For Asia(BFA)
 - ✓ Hainan Xiangtai Fishery Co., Ltd., ACC certification interpretation for the oversea auditors;
 - ✓ Hainan University: training projects for visiting oversea corporate/governmental delegations to China; subjects include public administration, higher education, finance, environment;
 - ✓ Tongwei Aquatic Co., Ltd., for the interpretation service during the equipment installation of the plant;

On Position Services:

- Bosch (Suzhou) China, Suzhou, China, October 2006 - December 2007
 - Managing the SAP system localization projects, client contracts, coordinating translation assignment, editing and proofreading.
- Hainan Xiangtai Fishery Co., Ltd., Hainan, China, May 2010 – October 2013
 - Assigned as a full time translator at first to translate HACCP system, ISO QMS, EMS systems, Food Defense Plan and various company documents;
 - QC Department Assistant to accompany foreign customers and auditors during their visiting of the plants and farms;

- Working as interpreter for all the meetings and talks with foreign clients.
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Project History (Partial, large projects only)

Medical/Medical instruments/Medical Questionnaires/Medical and Hospital Reports

- ADCS – Activities of Daily Living (ADL) Inventory, ADAS Administration Manual for the Alzheimer’s Disease Assessment Scale, ALZHEIMER’S DISEASE ASSESSMENT SCALE – COGNITIVE BEHAVIOR (ADAS-Cog), editing EN to SC, 13,068 words
- Cancer and Vitamin B17, Translation, TC to EN, 13,256 words
- Lupus QoL Questionnaire, translation, EN to SC, 1,899 words
- Novartis Hypoglycemia Perspectives Questionnaire (HPQ), EN to SC, 1,067 words
- STRUCTURED INTERVIEWGUIDE FORTHEMONTGOMERY AND ASBERG DEPRESSION RATING SCALE (SIGMA), translation and editing, EN to SC, 8,145 words
- Quick ASDAS-CRP Calculation Form and Quick ASDAS-ESR Calculation Form, editing EN to SC, 1,279 words
- COPD Population Screener, interview, 578 words
- Cancer Therapy Satisfaction Questionnaire, translation and editing, EN to SC, 1,350 words
- The Pain Treatment Satisfaction Scale (PTSS-14), translation EN to SC, 2,057 words
- Heart Failure Caregiver Questionnaire (HFCQ), translation EN to SC, 1,540 words
- B7461001 Patient Study Medication Diary, editing EN to SC, 1,798 words
- Fipronil Skin irritation test report of rabbits and Pharmacokinetic Study of Fipronil in Dogs, SC to EN, 5,000 words
- Various kinds of hospital testing reports, diagnosis reports, discharge certificates, examination reports, imaging reports etc., totally about 20,000 words

Legal/Contract/Bidding/Accounting/Finance

- Central Sichuan Roads Development Project Bidding documents, translation SC to EN, 100,000 words
- Audit report Jianguo Fuhua Accounting Firm Ltd., Co. Translation, SC to EN, 19,101 words
- Purchase Contract between Changchun Evening Post and Beijing Dong’s Beyond Science Technology Development Co., Ltd., Translation, SC to EN, 23,466 words
- GRAPH COMM REPRESENTATIVE OFFICE GRAPH COMM, Translation, SC to EN, 7,871 words
- WAREHOUSING AND LOGISTICS SERVICES AGREEMENT, Translation, SC to EN, 9,303 words
- COLLECTIVE BARGAINING AGREEMENT BETWEEN AND FORTHE SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 1021 AND SAN FRANCISCO UNIFIED SCHOOL DISTRICT, Translation, EN to TC, 46,010 words
- Purchase and Sale Contract for HMS-1 Scrap, Translation, EN to TC, 6,010 words Criminal Judgment of Taiwan Superior Court, Translation, TC to EN, 6,719 words
- CSB Battery Technologies, Inc., Transferring Pricing Report for company Deloitte Belasting adviseurs B.V, Translation, EN to TC, 15,932 words
- Financial Guarantee / Garanzia Finanziaria Agreement of ALLIANZ S.p.A., translation, EN

to SC, 5,600 words

- DEED OF AGREEMENT of Bank Instruments leasing and purchasing from the bank of Deutsche Bank AG Germany or HSBC London, translation, EN to SC, 11,600 words.
- Bank Statements 2013 of Everbright Bank of China, Translation, SC to EN, 13,083 words
- THE PROPOSED COMBINATION OF 大成 AND DENTONS, the two of the world largest law firms in US and China, EN to SC, 38,000 words
- Many internal documents of Dentons, like APAC Growth, Global Grand Meeting Proposal, GPM Destination Overview, Global Board Meeting, EN to SC, about 20,000 word in all
- M&A Plan Agreement between Seagull International Limited and OmniVision Technologies, Inc., EN to SC, 56,000 words

IT/Computers/Software/Website/localization:

- Dickens Subkit of Hyperion, HBR UI, HSF UI software localization, EN to SC, 108,498,254 words (including partial matches)
- Bosch (Suzhou) China, SAP system UI, User's Manual, and training material localization and translation, EN to SC, 108,498,254 words (including repetitions and fuzzy matches)
- Hainan Ananda International Traveling Group, website translation, SC to EN, 5,000 words
- Graphtec Corporation, a company for computer input and output devices, Cutting Master 3 User's Manual, 34,667 words
- Climb Level 4-pilots and controllers. NCAO Level 4, Website localization, EN to TC, 15,902 words
- Eminent Luggage Corporation Website localization, SC to EN, 6,209 words
- A paper about ERP implementation, Translation EN to TC, 4,036 words
- Data Explorer (BATA) Software User's Manual Translation, EN to TC, 28,119 words

Food Safety/Fishery Processing

- HACCP Manual, Procedures and HACCP Plans for fishery processing, SC to EN, 105,239 words
- Good Manufacturing Practice (GMP) for fishery processing, SC to EN, 6,404 words
- Sanitation Standard Operation Procedure (SSOP), SC to EN, 7,023 words
- Food Defense Plan (FDP) for fishery processing plant, SC to EN, 20,293 words
- Quality Management System, system documents and procedures for fishery processing plant, SC to EN, 230,093 words

Machinery/Construction/ Engineering/Technical/Electronic

- Water-coolant Electromagnetic Induction Aluminum Foil Capper, Translation, SC to EN, 4,500 words
- Project Quality Supervising Station of Jiangsu Communications Office, Translation, SC to EN, 31,934 words
- Freeze Compressed Air Drier Operation Manual, Translation, SC to EN, 5,600 words
- Test Report, Translation, SC to EN, 70,490 words
- Technical Proposal —Description of Construction Method, Manual, Translation, SC to EN 30,691 words

- Vacuous Rubber Washer Cutting Machine Operation Manual, Translation, SC to EN, 55,613 words
- Graphic of Double Lateral Wall Heading Excavating Procedure, Translation, SC to EN, 1,501 words
- XGQ Series Frequency Automatic Industrial Washing Machine Operation Instruction, Translation, SC to EN 10,390 words
- MEM Multifrequency Electroical Impedance Mammography System, Translation, EN to TC, 5,229 words

Games/Comics

- Iverse Media, L.L.C. Project, translation and editing of well-know Marvel comics, Iron-man, the Amazing Spiderman, Wolverine, Ghost Rider, The Avengers, EN to SC, 809,560 words
- WOW game administrator training material translation for Netease when Netease took charge of the operation of WOW in China, EN to SC, 208,892 words

Chemical

- Properties of Novel Hydroxypropyl Methylcellulose Films Containing Chitosan Nanoparticles, Translation, TC to EN, 56,930 words

Traveling/Tourism/Marketing/Hotel

- Introduction of famous traveling sites in Taiwan, Translation, TC to EN, 73,927 words
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USED TOOLS / CAT SOFTWARE / COMPUTER /**INTERNET CONNECTIONS:**

- ✓ Localization tools: SDL Trados 20141, SDLX 2007, 2009, RC-WinTrans X8, Catalyst 8.0, Passolo 7/8/9, Locostudio 4.8, WorldServer and DeskTop Workbench 9.0, Transit, Wordfast, Across 5.0, memoQ 6.2, MemSource etc.
 - ✓ Engineering & DTP: Auto-CAD, HTML Help Workshop, MS Word 2007, 2010, Adobe Acrobat CS6, Photoshop CS6, FrameMakerCS6, InDesignCS6, Acrobat DistillerCS6, Illustrator CS6, Robohelp X5 etc.
 - ✓ Content Management System (CMS): WorldServer 9.0, Across 5.0. XTM etc.
 - ✓ Computer OS: Mac, PC
 - ✓ Internet Connection: 100M fiber FTTx
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