



Maayan Translations, English to Hebrew translations
Specializing in academic/scientific papers and documents, and typing services

Basic Information

Name: Maayan Steinberg

Company Name: Maayan Translations

Phone: +972 (8) 9361722

Cell: +972 (54) 4472493

Email: MaayanTrans@gmail.com

Mailing Address

Address: 8 Ha'Noter St.

City: Rechovot

Postal Code: 7622843

Country: Israel

Languages

Native Language: Hebrew

Country of Birth: Israel

Source Language(s): English (UK/US)

Target Language(s): Hebrew

Education:

Bachelor's Degree:

Degree in Brain Science, including:

* BSc with a Major in Life Sciences

* BA with a Major in Psychology

* Minor in Computers.

Year: 2003 University: Bar Ilan University

Masters Degree:

Diploma in Communications and Journalism

Year: 2005 University: Bar Ilan University

Other:

* EMT-II Certification – since 2011

* **Medical Student** –

Tel-Aviv University, Class of 2021

Relevant Work Experience

1. *March 2005 – Current* - Independent freelance translator, English to Hebrew, primarily scientific materials, and documents for clinical studies, such as:

- Translation of academic papers in various disciplines: Biology, Immunology, Psychology, Sociology, Logistics, etc.
- **Translation of various documents for clinical trials – Protocols, ICFs, PISs, Patient Diaries, etc.**
- Cognitive debriefings on questionnaires for clinical studies - recruiting subjects and interviewing.
- Translation of a book in Genetics for the Open University of Israel.
- Formatting complex documents in MS word and MS PowerPoint, e.g. Patient Diaries for clinical trials, and formatting Right-to-Left/Left-to-Right templates to facilitate translations of such complex documents.

Since August 2008, I also serve as an outsourcer of for projects in other languages and subjects.

2. *March 2005 – June 2005* – Acting graphic artist, working with Freehand and Photoshop.

3. *October 2004 – August 2005* – Administrator in a Public Relations firm.

Computer programs: MS Word, MS Excel, MS Power Point, Acrobat reader



Maayan Translations, English to Hebrew translations

Specializing in academic/scientific papers and documents, and typing services

Computer software (available for translation)

- * MS Word
- * MS Excel
- * MS Power Point
- * Acrobat reader
- * CutePDF
- Highly skilled in all of those.**

I DO NOT use any CAT tools, and don't intend to. They significantly slow me down.

Availability

- * Most of the time is available translation.

- * Working days: Sunday-Thursday.

NOTE: the workweek in Israel is Sunday – Thursday, and those are the days I can work regularly.

Fridays – only if necessary.

Saturday & Jewish Holidays – never.

- * Hours: 10 AM to 8 PM (**ISRAEL TIME**)

- * Email checked constantly.

- * Words per day: 2000-4000.

- * Holidays - I **do** work on US legal (and Christian) holidays. I **do not** work on Jewish holidays.

- * Services –

- Translation - Rate per word
- Translation editing, QA, testing, cognitive debriefing - Rate per hour
- Formatting – as decided per job
- Highly familiar with the various validation processes, e.g. harmonization, BT reviews etc.

NOTES:

- I HIGHLY prefer translation to editing and proofreading (*NOT because of the higher rates*)
- Editing and proofreading –
 - I do not do linguistic editing.
 - I do sometimes review files vs. the original English file and make sure all sections were translated and there are no spelling mistakes or mistakes in terminology.
 - I can make changes in the wording, style, or formatting, if needed.
 - *Minimum charge* - agreed rate per word * 250 **OR** agreed rate per 1 hour.

Translation Specializations

Medical

Medicine (general)

Pharmaceutical

Health Care

Patient Information

Informed Consents

Physiology

Genetics

Alternative medicine

Emergency medicine

Science

Life sciences (general)

Biology

Biotechnology

Immunology

Microbiology

Social sciences (general)

Psychology (general)

Cognitive psychology

Education

.

References will be delivered per request.

Cell phone: +972 (54) 4472493, Phone+972 (8) 9361722, Fax: +972 (1538) 9361722

E-mail: info@maayan-trans.com, Website: www.maayan-trans.com