

Nina Bogdan, CT
Russian to English Translation
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Experience and Qualifications:

ATA Certified Russian into English Translator: www.atanet.org

ProZ Certified Professional: <http://www.proz.com/profile/796613>

2007-2012: Owner, NB Translation Services – Russian-English language services

1984-2007: Russian-English Translator and Interpreter, U.S. Department of Justice

Areas of expertise:

Legal documents (criminal and civil law); business, banking and finance; journalism; history and literature; social, behavioral and natural sciences; real estate; politics and diplomacy; military and weapons systems; advertising and marketing; IT; insurance; transportation and telecommunications.

Materials translated include:

LEGAL AND COURT DOCUMENTS: rulings, depositions, evidentiary documents, transcripts of testimony, correspondence, administrative decrees, treaties;
REPORTS and SPREADSHEETS: financial, accounting, annual, auditor, appraisal and valuation;
CONTRACTS and AGREEMENTS: sales, real estate, property management, rental, agency, contractor, service;
BUSINESS DOCUMENTS and FORMS: charters, by-laws, tender and regulatory documents, diplomas, certificates;
SOCIAL SCIENCES, MARKETING and JOURNALISM: social and behavioral science papers, promotional material, company profiles, product literature; articles on current events, politics, and international affairs;
TECHNICAL and IT: technical and product specifications, company websites;
OTHER SPECIALTIES: handwritten documents (19th and early 20th century); contemporary jargon and slang.

Other services:

Editing; translating and transcribing recorded material; consulting; localization; copywriting (English).

Experience:

2000-2007: GS-13 Russian Language Analyst – top level U.S. DOJ linguist position

1995-2000: GS-12 Master Linguist – U.S. DOJ

Position responsibilities: handled all requests for Russian/English translations, transcriptions and interpreting from within regional field office, FBI Headquarters, Legal Attachés, U.S. Attorney's Offices, U.S. federal, state and local agencies including requests for inter-agency cooperation with Ministries of Foreign Affairs and Internal Affairs of Russia and Ukraine.

Education:

M.A., Political Science, University of California, Davis, 1990

B.A., International Relations, San Francisco State University, 1984

B.A., Russian Language and Literature, San Francisco State University, 1984

Minor: International Business Management

Additional information:

MEMBERSHIPS: American Translators Association (ATA)/Northern California Translators Association (NCTA).

2008-2011: Editor of *Translorial*, Northern California Translators Association journal, available on-line at

www.ncta.org. (*Translorial* Archive).

-Co-author of *Russian San Francisco*, an *Images of America* series book, published in January of 2010;

-Articles published in *Translorial*, NCTA journal;

-LinkedIn profile: <http://www.linkedin.com/in/ninabogdan>;

-Hardware and software: PC, Scanner, Color Printer, Windows XP, Windows 7, High Speed Internet, Microsoft Office 2010, 2007 and 2003, Adobe Acrobat Professional, InCopy, Photoshop, memoQ.