

# Arthur Yan (Profile: <http://www.proz.com/profile/820153>)

## Services:

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Translation, editing, and proofreading services

Transcreation/copywriting services

Translation consulting: translation team building/training/workflow design

## Translation Service: Language and Specialized Fields

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English to Chinese: Technical/Marketing/Law/Finance. Also able to work in other fields.

Chinese to English: technical writing/product manuals/user manuals, etc.

## Tools

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| SDL Trados | Expert in SDL Trados 2007 Enterprise, SDL Trados 2011 Studio SP1, and SDL Multiterm |
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| MS Office | Expert with MS Word, PPT, Excel, and Visio |
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| Other CAT Tools | Memoq/Wordfast/XTM |
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| Other Non-CAT Tools | Arbortext Editor, Adobe Acrobat Pro XI, AutoCAD 2014, Passolo |
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## Work Experience:

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Started career as a freelancer in July 2013.

5 years in ZTE Corporation, working as technical translator/writer/editor, and then as Translation Director of the Company

2 years in-house translation in diversified fields, specializing in technical/IT/marketing/contract

3 years part-time translation in diversified fields.

3 years English teaching experience in Macao University of Science and Technology

## Trainings Received:

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ZTE Corporation

*Developing Quality Technical Information: A Handbook for Writers and Editors*

*SDL Trados 2007 & 2009*

*Arbortext Editor*

*XML/HTML Basics*

*Telecom Basics*

Macao University of Science and Technology

*Systematic courses in continental law, including jurisprudence, civil law, criminal law, procedural law, administrative law, etc.*

## Rates

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Translation: 0.15-0.18 USD per source word

Editing/Proofreading/Copywriting/Transcreation: 40 USD per hour

Consulting: 60 USD per hour