**Judy Xu**

A freelance translator, who graduated fromXia’men University and Tan Kah kee College with five years experience in

translation/editing/proofreading/, delivers professional English to Chinese translation services and Chinese/Mandarin to English services with main areas of expertise in **Business, Finance, Law**

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Skype ID:judy.xu509

Native language: Chinese

Date of birth: Dec 13th 1985

Payment Methods: PayPal,

**Language Pairs: English to Chinese, Chinese into English**

**Areas of Expertise: law, business, Finance**

**WORK EXPERIENCE**

**2012-Present Freelance Translator**

Working as a regular translator for  SanTranslate.com,Translit

Working as a regular translator for Shenzhen Bridgegap translation Co.Ltd

Working as translator & reviewer for Shenzhen Goldenview Technology Co.Ltd

**EDUCATION**

2004-2008 English Major, Xia’men University Tan Kah Kee College University **Certification: TEM 8(The highest test for English majors)**

• **CET 6 (College English Test)**

• **TEM 4 (The second highest test for English majors)**

**SOFTWARE PACKAGES**

Trados 2007, SDL Trados Studio 2015, SDLX, MS Office Packages, memoQ,

Wordfast, transit, Passolo etc

**MAJOR PROJECTS UNDERTAKEN**

**Contracts, Business Documents, Financial/Accounting/Tax Documents**

* Dozens of contracts and legal documents for a major international client with plenty of legal affairs

in China, and some for some other clients (Chinese <-> English)

* Dozens of contracts, financial/accounting/tax documents/plenty of such contents for a variety of
* other end clients with such requirements together with their major translation requirements, for their

own use, or as integrated parts of their products/services/programs (Chinese <-> English)

* Some independent reports or commercial documents on finance, tax, accounting, economy (English
* <-> Chinese)
* Other business/legal/foreign trade/general-purpose documents/letters required by the clients

(Chinese <-> English)

* Various materials, including contracts, company incorporation documents, internal company regulations, minutes of meetings and circulars, tax and police forms, and birth and marriage certificates
* Various company financial documents including company accounts, annual reports and auditors’ reports
* Tachung Bank’s programming operations about 30000 English words from
* Chinese!
* Business letters
* Marketing documents
* IT Questionnaires about 8000 Chinese characters to English.
* -Financial Stability Review (China Bank)
* -Translation of annual reports\_ Netgear
* -Sale Contract with Israel Company\_ Deloitte China
* -Legal documents about the use of Hand-writing\_ Hanvon
* -Stock issuance prospectus for various companies;
* -Business letters, marketing documents\_ DHL
* -Variety of legal documents, including contracts, company incorporation documents, internal company regulations, and legal advice letters;
* -Several Policy Statements and contracts for small organizations and large companies, law firms etc.

***What’s the difference of my translation from others?***

* \*Abundant knowledge of various fields makes my translation as accurate as possible, and makes my capability enough to cover the translation of general technical fields.
* \*Strong searching and researching skills of Internet resources.
* \*Always on time and having the spirits of collaboration.
* \*Negotiable and Competitive rates.

## Reliability

* Translations are always delivered finished and on time – GUARANTEED! I have never missed a deadline.

## Translation Volume:

200,0000 ***words,***

## Daily output: 2500-3000 words,

## Translation monthly: 85,000words

## Availability:

Monday to Sunday(9am-13pm;16pm-23pm)

## Rates:

* Translation USD 0.04-0.06/word
* Proofreading USD 0.02/word
* DTP: Adobe Framker,Adobe Indesign, Adobe Quark
USD3 per page

*References available upon request*

Profile link on Proz: <http://www.proz.com/translator/2138563>

http://www.translationdirectory.com/translators/account/

**Payment Method**

PayPal: xuxiaohongly@126.com