

RESUME

Apollinaire NKOU

Translation – Proofreading

English >> French

Phone: +(237) 75 64 78 64

PO.BOX. 11763-Yaounde

Cameroon (GMT+1)

1. apnkou@yahoo.fr

2. apbobby@gmail.com

Apollinairenkou.TranslatorsCafé.com

[Skype: nkou.lu](https://www.skype.com/user/nkou/lu)

LANGUAGES

- French – (Mother Tongue)
- English – (Fluent)

WORK EXPERIENCE

January 2007 to present

Freelance Translator in a variety of fields including Education, Business, Technical, Health, IT, Environment, Human Rights, Economics, Diplomacy, Religion, Legal, etc.

Some documents translated

February 2013

- *Three week Interpretation Project - Central Accord 13 in Douala with the U.S. Army with the Award of two Certificates from U.S Army and the Agency*

January 2013

- *Cancer treatment document (3,800 words)*
- *Technical documents (8,000 words)*

December

- *Holidays*

November

- *Driving Courses Manual (38,000 words)*
- *Technical documents (2,500 words)*
- *Legal documents (7,899 words)*

October

- *Mining documents (3,000 words)*
- *Construction Site specifications (15,000 words)*

September

- *Legal documents (6,000 words)*
- *Fortes Factsheets (250 words)*
- *EF International Academy website pages (18,000 words)*

August

- *Agriculture Project (6,000 words)*
- *Lexmark New Printers (37,000 words)*
- *Gazprom (Algeria Branch) Regulatory Documents (7,000 words)*
- *Digium (New Modules) 4,000 words*
- *GEA Farm Technologies (6,000 words)*
- *Diplomas and Certificates (1,000 words)*

July 2012

- *Financial Statement of Insurance Company (25,000 words)*
- *Axis Network Cameras (987 words)*
- *Malaria No More Annual Report in Cameroon - 2011 (12,000 words)*

June 2012

- *Axis Certification Examination Questions and Agreement (14,000 words)*
- *Axis Communications Network Cameras (2,000 words)*
- *Earmuffs User's Instructions (1,000 words)*
- *GE Water process plant (8,000 words)*

May 2012

- *Editing Project – NPI Implementation Tips for USAID Partners (43,500 words)*
- *CA Generator (9,000 words)*
- *Earmuffs Helmet User's Manual (1,000 words)*

April 2012

- *Legal documents (5,463 words)*
- *Letter (1,489 words)*
- *Letter (2,500 words)*
- *Huge project (Technical- Electric, Pumps, etc.) (80,000 words)*

March 2012

- *Fitting instructions for Earmuffs (1,557 words)*
- *Ligier License-free vehicles (5,000 words)*
- *AXIS Communications Network Cameras (7,678 words)*
- *Legal documents (5,789 words)*
- *Aerospace Workers CVs (5,876 words)*
- *Axis Communications Network Cameras (534 words)*
- *Axis Communication Network Cameras (2,000 words)*
- *St. Nazaire Water Treatment Plant (17,000 words)*
- *Raw Water Treatment Plant (8,000 words)*
- *Memorandum of Understanding between two Companies (2,660 words)*

February 2012

- *Terms of reference for the recruitment of a consultant to develop a long-term strategy (Master Plan) building the organizational effectiveness of FEDEC (2,029 words)*

January 2012

- *Axis Communications Network Cameras (1,500 words)*

December 2011

- *Legal documents (5,589 words)*

November 2011

- *Feeding Station – ISO RFID Ear, Leg and Neck Systems – Installation, Operation & Service instructions (5,428 words)*
- *DIFC COMPANY LAW NO. 3 OF 2006 –COMPANY LIMITED BY SHARE – ARTICLES OF THE ASSOCIATION OF THE DP WORLD LIMITED (20,000 words)*
- ***CESSNA CJ1+** JAR FSTD-A FNPT II MCC, FTD Level 2 (Flight Simulator – Technical Specification (10,345 words)*
- *Building Extension: Special Specifications (5,638 words)*
- *P&H Mining Equipment Inc, Blashole Drills Designs description (3,856 words)*

October 2011

- *New Lexmark Printers Overview (10,000 words)*
- *XMTC User's Manual (15,000 words)*
- *GE Water & Process Technologies : User's & Maintenance Manual (Water Process Plant, Kenitra) (100,000 words)*
- *Amendment t o the Employee Contract regarding Information and Technology (Legal document (3,140 words)*

September 2011

- *Intel Itanium Processor 9300 Series: A Technical Overview for IT Decision-Makers (Technical Specifications) (10,000 words)*
- *HiFlo Evolution Pulsator (3,000 words)*

August 2011

- *ViewPoint System and SmartControl Meter (Installation Instructions)* (45,000 words)
- *Legal documents* (6,000 words)

July 2011

- *3500 Monitoring System Essential Installation and Operation Instructions* (12,000 words)
- *Lexmark CSR Report 2011* (11,907 words)
- *AfBD BytesNews* (1,976 words)

June 2011

- *Software Testing Syllabus* (10,000 words)
- *DS200 Technical Reference and Instalation Guide_HKLV00046-*
57,000 words
- *Sundance Resource Ltd Mbalam Iron Ore Project: Définitive Feasability Study, Section 14: Port Maritime Works* (14,000 words)

May 2011

- *DS Series IP Guide* (11,000 words)
- *DS Series Programming Guide* (52,698 words)
- *Transcription of a track* (30 minutes)

April 2011

- *Transcription of 1 track of* (28 minutes)
- *Translation of 7 texts (Earthquake safety tips – coping during a power outage – Flash flood safety tips – Nuclear disaster and Radiation – Preparing for disaster – Returning home after a flood – What shoul I do when I am told to evacuate)* (12,000 words)
- *ADC* (6,000 words)

March 2011

- *Prospects for a Retail Company to thrive in 2011* (5,000 words)

- *Transcription of 4 tracks of 25 minutes each*

January 2011

- *Translation of 4 religious books (36,000 words)*
- *Translation of legal documents (18,000 words)*

December 2010

- *Combating violence against children in Africa (28,000 words)*
- *Oracle Software functionality manual (3,300 words)*
- *i-on 160EX Security System Installer Guide (6,000 words)*
- *Module 1A-Health and safety for all –Unit 6 Emergency Awareness and Response Instructor notes (9,000 words)*
- *Module 1A-Health and Safety for all 6 Unit 5 –Moving Around the Terminal – Do's and Do not's Instructor Notes (6,000 words)*
- *Uncitral Arbitration (8,564 words)*

November 2010

- *3000 Series Pressure Transmitters (2,886 words)*
- *Supply of High Rate Thickeners for Khouribga Mine Project (8,023)*
- *Electric Powered Screw Air Compressor (2,500 words)*

October 2010

- *AGV Transcar LTC2-LX/-LC Operation and Maintenance Manual (2,845 words)*

September 2010

- *Library and Archive Management (14,876 words)*
- *Development of Distance Learning at the University of Buea (3,500 words)*
- *Durban Review Conference-Geneva 2009 United Nations Against Racism: Dignity and Justice for all (8,947 words)*

June 2010

- Newspaper articles “Retirement Preparation” and “Why am I a blood Donor” to be published in L’Effort camerounais magazine (7,897 words)

May 2010

- Control valves (18,877 words)
- Operation maintenance for Gear Pumps - Compressed Air Conditioning - Pressure Filter Assembly - bronze Relief valves - Instructions for Electric Actuators (8,864 words)

April 2010

- Eleventh Meeting on the Air Traffic Service/Aeronautical Information Service/Search Rescue Sub-Group (**ATS/AIS/SAR SG/11**) **Nairobi-Kenya** 26-30 April 2010 (International Civil Aviation Organization)
- Transition to new ICAO Flight Plan Content (1,567 words)
- RVSM Operations and Monitoring Activities (2,138 words)

March 2010

- Crane Lifting Operations (12,000 words)

February 2010

- Unesco Chair for special Needs Education (SPE) (2,841 words)
- Psychology of Learning (25,022 words)

January 2010

- Curriculum Development and Evaluation (22,547 words)
- How to Increase your sperm count (559 words)

December 2009

- Curriculum of Nursery and Primary Education (22,104 words)

November 2009

- Food security in the IGAD Region Principles (2,696 words)

October 2009

- *General pedagogy (73,086 words)*

September 2009

- *Introduction to Educational Technology (28,394 words)*

August 2009

- *Orthography and Identity in Cameroon*

February 2009

- *Intergenerational Equity (6,817 words)*

September 2008

- *Notes on Employment contract (2;019 words)*

August 2008

- *Minutes of the 5th and 6th Board of Directors of CEFAM (10,536 words)*
- *By-Laws of the NGA MARINES SERVICES (Shipping Company) (5,143 words)*

RELEVANT TRAINING AND QUALIFICATIONS

June 2009: Master of Arts in Translation Studies, Advanced School of Translators and Interpreters (ASTI) University of Buea, Cameroon.

June 2006: Bachelor Degree in Bilingual Letters (English and French), University of Yaounde I, Cameroon.

WORKING TOOLS

Windows 7, Office 2003, 2007, 2010

Adobe Acrobat 9

Trados

TagEditor

Trados Studio 2009

Wordfast Pro/Classic

SDLX

Internet

Termium

OTHER RELEVANT SKILLS

Team Work, Project Management, Language and Translation

Teaching, Hardworking, Reliable and available

Reading, Sports, Music

TARRIFS (per source word)

TRANSLATION: EUR 0.04 /source word (Regular: 1-4000 words per day)

EUR 0.06/source word (RUSH: 1-6000 words per day)

PROOFREADING: EUR 0.02/word