*ROMANIAN NATIVE CERTIFIED TECHNICAL AND LEGAL TRANSLATOR:* ***ENGLISH-ROMANIAN, ROMANIAN-ENGLISH. ALSO CURRENTLY TRANSLATING FROM FRENCH TO ENGLISH***



***VARIOUS FIELDS:*** *AMERICAN CONSULAR ISSUES, ART, AUTOMOTIVE, CHILDREN’S BOOKS, COMMERCIAL, CONTRACTS, CORRESPONDENCE, GARDENING, GASTRONOMY, GENERAL NATURAL SCIENCES, HISTORY, HUMANITIES, LETTERS, LITERATURE, MUSIC, NON FICTION, PHILOSOPHY, FANTASY & SCIENCE FICTION.*

**Freelance Translator: Nina Iordache,** *born 16.10.1951, married, a daughter, living in Bucharest, Romania*

E-mail: [nina.iordache@gmail.com](mailto:nina.iordache@gmail.com)

Fields of Translation: Legal/Consular, Finance/Banking, Government/Policymaking, HR, Technical (Automotive, Oil and Gas, other), Commercial/Business, Automotive, Literary, Science Fiction, Art, Architecture, Philosophy, History, Cooking, House and Garden Translations

Phones: Mobile +40-723-623521;

Work +40-21-6672369

Web Pages and Sites: http://www.myspace.com/Romanian\_Translator

http://www.proz.com/profile/576816

http://www.translatorscafe.com/cafe/member44678.htm

http://www.gotranslators.com/Go/GoM50169.php

http://ninaiordache.webs.com/

http://ninageorgedaian.weebly.com/

http://www.linkedin.com/in/ninaiordache

http://www.facebook.com/nina.iordache

Objective: Work at home online from my own PC: translations, retranslations from English into Romanian and from Romanian into English, or from French into English.

Rate per word: 1.15 USD or 1.08 Euro

Productivity: 10-12 pages per day, depending on the complexity of the task

Job Type: Project Based

City: Bucharest

Availability: ANYTIME

*COMPANIES:* LINGUIST (1975-1984) at INDUSTRIALEXPORT, Foreign Trade Company, translating Commercial, Technical and Administrative Documents and Correspondence from English into Romanian and from French into Romanian, Secretarial and receptionist work. Also became a Certified Technical Translator from English into Romanian. I also started my first projects in literary translation in my free time. I also led a Science Fiction club, Fantastic Club 2001, which I am still fondly remembering.

ADMINISTRATIVE/CONSULAR CLERK, JUN 1984 – DEC 2005

at the AMERICAN EMBASSY BUCHAREST, Romania, translating Administrative and Diplomatic documents and correspondence from Romanian into English and from English into Romanian, Secretarial and Receptionist’s work and later Consular work.

FREELANCING (JAN 2006 – JAN 2012), as a Literary Translator, as a Certified technical and Legal Translator and translating from other fields of the translation business as well: HR, Banking, Legislative, Legal, Contracts, Public Contracts, CVs/Resumes, Commercial Presentations, various Technical Documents (Automotive, Glassware, Energy, Oil&Gas, Pumps, Lift trucks, more), Religious + Proofreading and Copy-editing for English-Romanian. I have translated the afore mentioned texts from English into Romanian, from Romanian into English (mostly Legal documents, but also more general texts and some Literary texts), from French into English (Technical, Legal and General texts) and from French into Romanian.

TRANSLATOR at FIVER’S HOUSE, Translation & Music Services Company (2012 to present): continuing to work in the above mentioned fields of the translation business + Interpreting services.

Working city: Bucharest, Romania

Responsibilities: Translating commercial and technical texts, preparing general office correspondence, answering phone calls of the Foreign Trade Company's customers or, later, those of the public requesting various and consular information from the Foreign Mission, answering e-mail/fax requests on a daily basis, doing secretarial work as needed, protocol work, billing services as needed (working with Microsoft Excel and Access), preparing general surveys as needed, serving as a point of contact with various Romanian organizations. In a word: general office work as required.

Recommendation: For those interested I can offer a letter of recommendation from my former supervisor (US Consul General).

Achievements:

* Various awards and bonuses for the tasks completed.
* Private translation work in various fields, as required
* A Prize for a personal Fantasy Novella entitled “The Tea Rite” obtained at the National Science Fiction Convention
* Published Translations: “The Queen of Air and Darkness” by Poul Anderson, “The Listeners” by James Gunn, Translation of Books
* Writing short Poems
* Translating the technical specifications of the first Romanian Oil Sea Platform from Romanian into English and proofreading previously translated text.
* Translating some technical and commercial documents for the Romanian Nuclear Plant of Cernavoda
* Over the years, in my own free time, I have translated Fiction, Non-Fiction and Science-Fiction books published by prestigious Romanian Publishing Houses; please feel free to ask for a copy of my Literary CV for more information about this activity of mine.

*Education:*

Studies: University of Bucharest, English/Romanian Philology Section at the Germanic Languages Faculty, graduated 1974, Diploma in English/Romanian Philology (BA)

Courses, certificates & awards:

* Translator’s certificate for Technical/Industrial Fields,
* Diploma for Beginners' Courses for Foreign Trade,
* Computer Security Short Course, Communications Course with American Authorized Professor
* Certificate of Sworn Translator with the Romanian Ministry of Justice (can sign and stamp my translations and further legalize them for a Notary’s fee if necessary)

*Abilities:*

Foreign Languages: Foreign Languages (writing/speech/reading):

* English (advanced, advanced, advanced)
* French (advanced, advanced, advanced)
* Italian (beginner, medium, advanced)
* Some German
* Interested in Latin Terms Search

PC Skills: PC Knowledge: Microsoft Word/Word Perfect, Microsoft Excel/Lotus, Microsoft Access, PowerPoint, Microsoft Publisher, Windows, Internet, E-mail, Microsoft Outlook Express, Open Office, Foxit.

Office Work Experience: Fax, telex, Xerox, telephone console operation, telephone receptionist skills, billing, surveys. I have followed a course in Consular issues and can translate texts with reference to consular issues such as NIV and IV matters, or Consular correspondence and general legal texts.

Professional Achievements: Extra Mile Awards, Literary Prize for a Science Fiction Story, Bonuses, and various awards including an award for the work completed at my last place of work.

Completed Translations:

**Second half of 2006:**

* How to have Ideas by Jack Foster (practical philosophy)
* Nefertiti, The book of the Dead, by Nick Drake (a thriller in Ancient Egypt)
* The Faithful Spy, by Alex Berenson (a thriller)
* Automotive translations (English-Romanian)
* Footnotes for a religious book (English-Romanian)

**2007:**

* I don’t Have a Thing to Wear, by Judie Taggart and Jackie Walker (a fashion book)
* A children’s book (English-Romanian)
* Footnotes for a religious book (English-Romanian)
* Automotive translations (English-Romanian)
* Glassworks (French-English)
* Legal correspondence (Romanian-English)
* Finance/Banking Translations for a Bank (Romanian-English and English-Romanian, French-English)
* Abstracts of Diploma (Economy/Finance) and Doctoral (Literature) Papers

**2008:**

* Translations of Non Fiction and History books for teenagers (English-Romanian)
* Gas Pipeline Project Translation from French into English
* Teens’ Book: Global Warming, RAO Publishing House
* Teens’ Book: Mummy Mysteries, RAO Publishing House
* Technical translation: Manual for a Truck lift from English into Romanian
* Various CVs translation from French into English for a French Client
* Revision work for an Agency in Bulgaria: EU Tender documents
* Technical Translations (French to English)
* Legal translations (French to English)
* Various CVs translation from French into English for a French Client
* HR Translations (Romanian into English)
* Consular Translation (English into French)
* Literary Translation: A Woman in Charge by Carl Bernstein (published in March 2009 by RAO publishing house)

**2009:**

* Small Technical Translations (English into Romanian)
* Proofreading Jobs (English into Romanian)
* Public Contracts Translation (French into English)
* Various CVs translation from French into English for a French Client
* Term Search Job (Romanian terms)
* Legal Translations (Romanian into English)
* Certificates, Diplomas, other such legal documents (From English into Romanian, from Romanian into English and from French into English)
* HR contracts from Romanian into English
* Banking Documents from Romanian into English
* Home Electronics from English into Romanian
* Cellular Phone User Instructions from French into English
* Proofreading (Text translated into Romanian)
* Legislative Document from French into English

**2010:**

* Small Translations (English into Romanian)
* Work on a literary project
* Welding Inspection Reports (Romanian into English)
* Certificates, Diplomas from Romanian into English
* Proofreading of a Medical Translation from English into Romanian
* Political Articles (Romanian to English)

**2011:**

* Banking Translations (Romanian to English)
* Proofreading of CVs
* Work on a personal literary project: a fantasy book
* Pharmaceutical translation from Romanian into English
* Large Automotive translations from French into English
* Futures Banking Agreement from French into Romanian
* Medicine Information Leaflet from Romanian into English
* Romanian Novel Translation into English
* Commercial Authorization from Romanian into French
* Documentary book translation from Romanian into English

**2012:**

* Proofreading Job (English-Romanian) for a Canadian client
* Chemical Text Translation from French into English for an Indian client
* Medical document translation from Romanian into English for an Indian client
* Medical Form Translation from English into Romanian for a German client
* Legal Contract Translation from Romanian into English for a client from Cyprus
* Diplomas and Certificates Translation from Romanian into English for an American Client
* Technical (Automotive) Translation from French into English for an Indian Client
* Technical Translation&Editing from Romanian into English for an Indian Client
* Family Welfare matters Interpretation Job for a British client
* HR Translation: Employment Contracts for an Indian Client from French into English
* Translation of web text strings from English into Romanian for several British clients
* Proofreading and rewriting/copy-editing of web text strings from English into Romanian for several British clients
* HR Translation: Employment Contracts for an Indian Client from French into English
* Legal text translation from Romanian into English for an Indian client
* Agricultural Equipment Flyer translation for a Dutch client from English into Romanian
* Bio Products for Gardening: translation from English into Romanian for a Dutch Client
* Correspondence translation: official letter from Romanian into English for an Indian client
* Medical reports for a UK Client from English to Romanian
* Technical Manual from English to Romanian for a US Client
* Proofreading a document (English-Romanian) for a US client.
* Pharmaceutical Specifications for an Indian Client (English-Romanian)
* Commercial Presentation (English-Romanian) for a Portuguese Client
* Contract Translation (Romanian-English) for a client from Cyprus
* Legal Document translation (Romanian-English) for a US Client
* Medical Document (Romanian-English) for an Indian Client
* Bio-products Specifications for a US Client
* Web game instructions (English-Romanian) for a UK Client
* Gardening Product Translation (English-Romanian) for a Client in the Netherlands
* Pharmaceutical Specification Translation (Romanian-English) for an Indian Client
* Translation of Company Presentation (English-Romanian) for a Client from Germany
* Translation of Contracts (French-English) for an Indian Client
* Translation of Divorce Ruling (Romanian-English) for a US Client
* Translation of a Lease Agreement (French-English) for a US Client
* Translation of Medical Reports (English-Romanian) for a UK Client
* Proofreading job (English-Romanian) for a US Client
* Document Translation (English-Romanian) for a Client from Portugal
* Terminological Research (Romanian term) for a US Client

**2013**

* Birth and Marriage Certificates (from English to French) for an Indian Client
* University Diploma Translation (Romanian-English) for a Malay Client
* Driver’s License Translation (Romanian-English) for a Malay Client
* Medical Report Translation for a British Client (From English to Romanian)
* Mediclaims Translation for an Indian Client (Romanian-English), ongoing project
* CV Translation (French-English) for a Client in Israel
* Terminological Research for a Romanian term for a Client from Canada
* Personal Project – promotion of my translation services – ongoing
* Doctoral Thesis (Civil Engineering) Translation from Romanian into English and into French for a Romanian Client
* Medical Documents Translation from Romanian into English for a US Client
* Proofreading of English to Romanian Translation for an Italian Client
* Translation from Romanian into English for an Italian Client
* Translation from Italian into Romanian for a Maltese Client
* Lease Contract Translation from Romanian into English for a US Client
* Medical Reports and other Medical Documents – Translation from English into Romanian a UK Client, ongoing project
* Correction/Copy-Editing of a Translation into Romanian for an Indian Client
* Translation of Video Presentation of Hydraulic Fracking from English to Romanian, volunteer work for a Facebook friend
* Translation from Romanian into English and into French of a Doctoral Thesis (Construction field) for a Romanian Client
* Translation of a Disciplinary Hearing from English into Romanian for an Israeli Client
* More Mediclaim Translation for an Indian Client – an ongoing project (Romanian to English)
* Translation and Proofreading of Children’s Scooter Instructions from English to Romanian for a US Client
* A short Finance Translation for a Dutch Client (English to Romanian)
* Short Commercial Text Translation from English to Romanian for a Dutch Client
* Translation of Medical Report and Other Medical Insurance Documents from English to Romanian for a UK Client (ongoing project)
* Medical Bioethics Book Translation from Romanian to English for a Romanian Client
* Translation of Baccalaureate Diploma and Student Transcript from Romanian into English for a Client in the US
* Invoice Translation for a client in the U.A.E. from Romanian into English
* Declaration from English into Romanian for a client in the US
* Financial Statement from Romanian into English for a client in Hong Kong
* Banking Documents from French into English for a US Client
* Short IT Translations from English into Romanian for a Client in the US
* Translation of a Security and Safety Approval from English into Romanian for an Israeli Client
* Translation of a Disciplinary Hearing from English into Romanian for an Israeli Client
* Volunteer Translation for a Cause about Seeds Law from English into Romanian
* Various small translations for 2 clients in the US from Romanian into English and from French into English

**2014**

* Short IT Translations from English into Romanian for a US Client
* Company Newsletter Translation from English into Romanian for a Swedish Client
* Mediclaim Translation for an Indian Client – an ongoing project (Romanian to English)
* Translation and Proofreading of Children’s Scooter Instructions from English to Romanian for a US Client
* Political-Philosophical Book for a Greek Client from English into Romanian
* Medical Tests Report for a Client in the US from Romanian into English
* Short IT Translations from English into Romanian for a US Client
* General Assembly Decisions from Romanian into English for a Cyprus Client
* Birth Certificate, Apostille and Certification from English into Romanian for a client in the US
* Short translations from English into Romanian for a client in the US
* Technical Translation for a US company
* 2 Legal translations for a company based in India
* IT Translation for a US Company
* Medical Reports Translation for a US Company
* Contracts Translation for a Cyprus client
* Job Description Translation for an Indian client
* Translation of a EU rules-based document for a Swedish company
* Translation of a CV for a company in Israel
* More short translations for various companies in the US
* Book Translation: Daimones by Massimo Marino published as E-Book by Babelcube
* Book Translation: The Plot to Save Socrates by Paul Levinson published as E-Book by Babelcube
* Commercial Translation from English into Romanian for an Israeli company
* Medical Translation from Romanian into English for an Indian company
* Musical Review from French into English for a Client in the US
* Legal Translation from Romanian into English for a Client in the US
* 2 Short Translations from English into Romanian for a Client in the US
* Preface Translation from Romanian into English for a Romanian Client
* University Course Manual Translation from English into Romanian for a Romanian Client
* Short Translation from English into Romanian for a Client in the US
* Short Translation from French into English for a Client in the US
* Short Medical Translation from Romanian into English for a client in the US
* Voluntary Translation (Shale Gas Fracking) from English into Romanian for a Romanian Client: this for a cause I believe in
* Short Translation from French into English for a Client in the US
* Short Translation from English into Romanian for a Client in the US
* Translation of a Contract from English into Romanian for a Client in France

**2015**

* Website Translation from Romanian into English for a division of our company dealing with music
* Foreword from Romanian into English for a Romanian client
* Website Text from English into Romanian for a Swedish Client
* Various short projects for a US company (French to English)
* Two IT Translations for a Swedish Client (English to Romanian)
* Safety Training Manual for a client in Cyprus (English to Romanian)
* 6 Video Subtitles for a French Company (French to English)
* Two short projects for a US Company (French to English)
* 3 Video Subtitles for a French Company (French to English)
* Audit Translation for a Hong Kong Company (English to Romanian)\
* 42 Video Documentaries Subtitles for a French Company (French to English)
* Long Voluntary Translation (Anti-Fracking) for a Romanian Client (English to Romanian)
* Video Subtitles about The Russian Great North for a French Company (French to English)
* Short Translation from a client in the UK
* Proofreading almost 11,500 words contract (French to English) for an Indian client
* More than 50 Video Subtitles for an Interview of a great contemporary writer (From French into English) + research for the literary excerpts and other information required for a French Client
* Voluntary Translation for a cause I believe in: Civil Rights (from Romanian into English)
* Hundreds of TV Documentary Subtitles from French into English for a French Client
* Forklift Manual Translation (English to Romanian) for Cyprus Client
* Short Translations for an American Client (French-English, English-Romanian)
* Diploma and Certificates Translation (Romanian to English) for a Client in Dubai
* Technical Mobile Phone Messages Translation for an American Client (English-Romanian)
* Agricultural Translation for an American Client (English-Romanian)
* Company Incorporation Documents Translation for an American Client (Romanian-English)
* Memorandum of Understanding (English-French) for a Client in Dubai
* Book Translation (in progress) (Romanian to English) for a Romanian Author

**2016**

* 20 TV Documentary Subtitles from French into English for a French Client
* Translation of a novel from Romanian into English for a Romanian client
* 4 short household appliance texts from English into Romanian for a Polish client
* 2 very short mobile terms translations for an Israeli client
* 2 TV Documentary Subtitles from French into English for a French Client
* Various short translations from English into Romanian for an American client
* Technical translation from English into Romanian for client in Indonesia
* Various technical and legal translations for a Polish client, from French to Romanian and from English to Romanian
* Medical Reports from English into Romanian for a British client
* Various Cellphone specifications FROM English into Romanian for an American client

***Personal Interests:***

Shakespeare, Omar Khayyam, Science Fiction and Fantasy, Ancient History, Mysteries, Agatha Christie, Baroque Music, Progressive Music, Jazz, Detective Thrillers, Arthur Conan Doyle, Science Fiction and Fantasy movies, great consumer of General News and Political World news reports seen on the TV channels, adore Travels and Travel documentaries including gastronomy of the World (I like to cook and translate culinary texts). I like to swim in the sea and watch it in its many hues of color: it is the perfect landscape for me.

**PROPOSAL FOR SUBTITLING:**

I would like to translate subtitles since I love to watch movies and enjoy a perfectly translated movie! I would also love to translate various documentary films about nature, geography, mysterious and lost civilizations, ancient history …

**PROPOSAL OF GUIDING AND INTERPRETING FOR ENGLISH+SPEAKING VISITORS IN ROMANIA:**

During my college vacation I have completed an intensive course for Tourist Guides and I have performed this activity during that summer and I enjoyed it a lot.

I would be glad to offer my services as a Bucharest Tour Guide and to interpret and/or translate for English-speaking visitors for Euro 30 per hour plus other expenses as the case may be. For 8-10 hours per day I propose Euro 250-300 based on the time spent for this activity.

***Personal Websites:***

<http://ninaiordache.webs.com/>

<http://ninageorgedaian.weebly.com/>

***Translators’ Site Pages:***

<http://www.proz.com/profile/576816>

<http://www.translatorscafe.com/cafe/member44678.htm>

<http://www.gotranslators.com/Go/GoM50169.php>

***Social Networks:***

<http://www.viadeo.com/en/profile/nina.iordache>

<http://www.linkedin.com/in/ninaiordache>

<http://www.facebook.com/nina.iordache>

<http://branchout.com/Nina.Iordache>

<http://www.getafreelancer.com/users/205945.html>

<https://twitter.com/NinaIordache>

***Contact me:***

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