

CURRICULUM VITAE

16 Years of experience
Chinese / English / Japanese / German translator

Personal Information

Full name: Anny Lee

Nationality: Chinese

Gender: Female

Date of birth: December 5, 1982

Marital status: Married

Address: Qingdao, Shandong Province, China

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Educational Background

2001~2005	Shandong University School of Foreign Languages & Literature	English Bachelor of Arts
2005~2007	Nankai University College of Foreign Languages	Translation Master of Translation and Interpretation

Qualifications

- Bachelor of Arts (major in English)
- Master of Translation and Interpretation (major in translation)
- Level A of CATTI (China Accreditation Test for Translators and Interpreters)
- JLPT (The Japanese-Language Proficiency Test) N1
- Prüfung für Hochstudium der Germanistik C1

Language Pairs

Chinese ↔ English	Chinese ↔ Japanese	Chinese ↔ German
Japanese ↔ English	English ↔ German	Japanese ↔ German

Chinese Native language

English Near-native, with long-standing native exposure, with professional command of grammar, semantics, stylistics, etc.

Japanese Japanese was my second language. I started to learn it when I was an undergraduate.

22 years of study and translation experience, 12 Japanese books have been published.

German German was my third language. Upon my admission to the Graduate School of Nankai University, I loved learning this language.

Over 18 years of sustainable learning and application in translation and interpretation.

Work Experience

09/2007 ~ 07/2012	Qingdao Publishing Group	English translator & editor
08/2012 ~ 09/2015	Qingdao Senior Translation Co., Ltd.	Full-time English translator
10/2015 ~ now	Freelancer	

Translation Experience

1. Book translation: As an English-Chinese translator and editor of Qingdao Publishing Group, I translated 26 books, all of which have been published. These books were engaged in encyclopedia, science, engineering, education, culture, novels, etc.;
2. Technical translation: As a freelancer, I have translated various technical documents engaged in IT, localization, marketing, electronic and electrical, engineering, transportation, mechanics, medicine;
3. Legal & financial translation: As a full-time translator in ..., I translated numerous documents related to foreign investment, overseas investment, business plans, mergers and acquisitions, financial accounting, venture capital, trade financing, payment settlement, due diligence and commercial banks;
4. Other translations: Medical equipment and reports, research papers, automotive, economics, marketing (Google, Adidas, Apple, Goertek, Amazon, Mercedes-Benz, Nikon, Sam Sung, Disney), etc.

Fields of Expertise

Game, finance, law, marketing, IT, engineering, machinery, electronics and electrical, marine, biology, medical, management, academic papers, etc.

Computer Skills

- Perfect knowledge with Microsoft Office (Word, PPT, Excel, Publisher, Frontpage, etc.);
- Internet tools and applications (Photoshop, web design, etc.);
- CAT tools, including SDL Trados Studio 2019, Wordfast 3 professional, SDL MultiTerm 2019

Personal Advantages

- Compared to other freelance translators, my **quotation is lower** because I value

long-term and stable cooperation more;

- I'm **patient** in work, strong in **pressure resistance**, and willing to assist my clients in **dealing with urgent and tough documents**;
- I'm **reliable**, and I'm ready to help my clients solve translation problems in the first time;
- I'm a **skilled typesetter**, and the translations I submit requires no further typesetting;
- I **never subcontract** any documents, and I always complete the content independently to ensure the translation quality and delivery time;
- I'm competent to **handle multiple formats of files**, such as images, scanned copies, CAD, etc. with ease;
- I stick to my principle of **high confidentiality**. Regardless of whether NDA is signed or not, the documents handled will be kept strictly confidential without limit of time.

Translation Services

- Translation
- Proofreading
- Editing
- Transcription

Daily Capacity

- ✧ Translation: 4000 ~ 12000 source words (subject to different contents)
- ✧ Proofreading: 6000 ~ 15000 source words (subject to original translation quality)

Way of Payment

Paypal, wire transfer, Payoneer