

# Ildikó Santana

Hungarian > English \* TRANSLATION / Editing \* English > Hungarian

## SERVICES OFFERED

Linguistic services – translation, interpreting, editing and linguistic review – in international cultural and business relations, with special regards to legislation, environmental issues, media, healthcare, energy, social issues and human rights.

## SPECIALIZATION

Legal - legislation, contracts -, business, finance, corporate governance, accounting, energy industry, government, environment, healthcare, clinical trials, privatization, media, journalism, automotive, correspondence, personal and academic records ...

## EXPERIENCE

1999–present Sacramento, CA  
*Freelance Translator*  
Member of the American Translators Association (ATA, NCATA)  
Certified PRO Member of ProZ.com  
Charter Member of the National Language Service Corps (NLSC)  
Volunteer translator & project manager for Translators without Borders, non-profit  
Language Lead for the Wikipedia:WikiProject Medicine Translation Task Force  
Member of the American Bar Association (ABA)

1999–2001 Central Europe Review www.ce-review.org  
*Managing Editor / Editor / HTML Editor / Proofreader*  
Manage weekly publishing of award-winning online magazine  
Editor, *Out of the Ghetto* (A Study of the Roma in Hungary) Gusztav Kosztolanyi  
Editor, *Terminology of Civil Law - A polgári jog terminológiája angolul*, by Anglofon Studio

1993–1999 ETD Limited Hungary & UK  
*Translator / Office Manager*  
Hungarian and English translation and interpretation services in all projects, from negotiations to contracting, concerning power industry privatization and legislation issues; environmental impact studies, business plans, feasibility studies, etc.  
Hungarian and English translation of documentation for international project financing, correspondence with Government bodies and the media; translations of news articles, materials for international conferences and seminars.  
Office administration and finances.

1992–1993 Video Magazine 'Pesti Fekete Doboz' Hungary  
*Secretary of the Editorial Office*

1987–1990 Hungarian Television Hungary  
*Animation Artist*

*Ildikó Santana*

(INCOMPLETE) LIST OF CLIENTS

US  
The White House, Department of Justice,  
AES Corporation, CalEnergy, Philips, Hungarian Consulate  
General, i3 Research, Angiotech, Leggett & Platt, NABI,  
Hewlett-Packard, Bayer Corp., Citi Bank, General Electric,  
Dometic, Narcotics Anonymous World Services, various  
County Health & Human Services and Social Services

UK  
Arthur Andersen, Stroock & Stroock & Lavan, Allen & Overy,  
AES Electric, National Grid, British Energy, BBC,  
the Department of Trade & Industry, ICON Clinical Research,  
Watson Farley & Williams, Dames & Moore

Hungary  
Hungarian Power Companies, Hungarian Energy Office, the  
Energy Commission of the Hungarian Parliament, State  
Privatization & Holding Co., Paks Nuclear Power Plant,  
Borsod Power Plant, Tisza II Power Plant, Miners Trade  
Union, Hungarian Television, Kimberly Clark, HP Hungary,  
SONY Hungary, EGIS Pharmaceuticals PLC, Citi Bank,  
Eötvös Károly Policy Institute, Standards Media Monitor,  
Magyar Telekom, Microsoft Hungary, Volvo, Napi Gazdaság

EDUCATION

1983 Center for Foreign Languages,  
Eötvös Loránd University, Budapest, Hungary  
1983–1985 Vocational School of Applied Arts,  
Budapest, Hungary  
1979–1983 High School (English & arts major)  
Budapest, Hungary

INTERESTS

Translation, literature, languages, cinematography, fine arts,  
applied arts, photography, music, nature, gastronomy,  
architecture, world news and events, board games, gardening,  
social networks

TECHNICAL SKILLS

Highly proficient in Windows applications (word processing,  
Excel spread sheets, PowerPoint presentations), Access  
database management, ABBYY FineReader PDF 15, memoQ,  
Internet search engines, HTML editors), SDL Trados Studio

SPECIALTY FIELDS

Clinical trial authorization procedures and documentations;  
Clinical Study Site Agreements and Ancillary Agreements;  
Test Administration Procedure Manuals; Information Sheets;  
Study Protocol Summaries; Medication Safety Data Sheets;  
Informed Consent Forms; Hospital Approval Letters;  
Authorities' approvals & preliminary opinions; laws & decrees;  
medical records; hospital discharge papers; alert cards;  
supporting documents for insurance claims

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