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***Quality, Reliable, Accurate and Timely Services!!!***

**Contact Us: *+233(0)202284460* Email:** [***langueprecision@gmail.com***](mailto:langueprecision@gmail.com)

**P.O Box 6733, Accra – North.**

**Services**

Precision Translation Services offers:

* French and English Translation
* French and English Tuition
* Transcription of Audiovisual documents
* Project Work Assistance for students
* Business Proposals
* Business Plan
* CV and Cover Letter Writing

**Translation Price**

Precision Translation Services is a language and business solution provider which seeks to constantly produce the highest quality and timely services at competitive and affordable rates. Providing excellent, accurate, accurate and quality services is a key element of our mission.



Our Pricing of translation projects is determined by several factors:

* Language combination
* Amount of time required to complete the project
* Complexity of subject matter
* Number of pages of the final work.
* We do not charge additional rates for editing and proof reading.

Costs of projects are agreed upon at the beginning of a specified project. Should the scope of the work change, we will work with our clients to agree on new rates due to the change in project. We provide price quotes upon request.

**Transcription Rates**

We produce Transcripts for Audio and Video Recordings. Whether you are recording a focus group meeting, an interview, or a conference etc from English or French, Precision Translation Services is your preferred choice. Our experienced transcription team can deliver accurate, timely and reliable texts.

Projects are produced on time to meet our clients’expectations. We use the best of formatting and our final project is presented in the most professional way. Our rate for transcribing is per minute of recording. We ensure confidentiality of your documents. The combination of suberb multilingual transcriptionists enables us to respond quicker to your quote requests and greatly enhance turnaround time.



**Tuition**

Our French and English Tuition are tailored to individual’s specific needs. Our group of experts will identify each person’s unique needs and design lessons that will ensure that the student exceeds his or her educational needs. We offer private tuition at the convenience of our students. Fees for tuition are competitive.

**Business Plans and Proposals**

Whatever level your business is, whether it’s a start-up or an existing business, there is the need for a plan for the growth of business. The business plans and proposals are written with your specific needs in mind be it for a new business, an existing business, to secure a loan, to introduce your business to prospective investors, partners, associates and clients.

These are aimed at:

* Helping you gain indepth understanding of your market
* Finding the best marketing strategy to employ to help you gain a higher percentage of your target market.
* Helping you stay organized and on track.
* Establishing benchmark for measuring success of your business
* Helping you secure a loan
* Introducing your business to the needed investors, partners and clients.

**CVs and Cover Letters**

We assist job seekers produce well written CVs and Cover Letters guaranteed to give them an edge over other job applicants. We work with them to come up with custom-made CVs and Cover Letters to suit their needs. Our fees are competitive.

**Project Work**

Precision Translation Services assist students with their project reports and research work. Undergraduate project work and thesis as well as Masters Project work and thesis are our specialty. Our fees are competitive. Our dedicated staff will assist you choose a topic if you wish and work with you to get the desired results.

**Billing**

Precision Translation Services normally requires part payment upfront and the remaining upon delivery of the final work. However, we will work with you on a case-to-case basis to accommodate your payment needs.