**Zangar Tokenov**

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**General information**

**DOB:** 01/01/1990

**Nationality:** Kazakhstan
**Native language:** Kazakh

**Professional Summary**

Qualified professional English/Kazakh translator with excellent communication and interpersonal skills. Hard working, friendly and team player.

**Language pairs**

 **English<> Kazakh** and **Russian <>Kazakh**

**Education**

**2007-2011**

**Kazakh University of International Relations and World languages**

Almaty, Kazakhstan

Faculty of two foreign languages: English and French

**Employment History**

**January 2012 – Present:** TRANSLATOR/EDITOR
**‘MANKENT’** translation agency

**Almaty, Kazakhstan**

**Key skills and competencies**

* Familiar with translation software tools.
* Able to fluently speak Kazakh, Russian, English and Turkish.
* Excellent communication and social skills.
* Able to work to tight deadlines.
* Highly skilled in Word, Excel and Microsoft Outlook.
* Willing to travel and able to work under pressure.
* Able to prioritize work

**Experienced fields**

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| --- | --- |
|  | **Projects involved** |
| IT and Software Localization | **Microsoft** **–** Managing the whole TEP process using CAT tools such as Fabric/LEAF, LocStudio, MemSource, Oddjob, Product Studio, etc. **Google –** Managing the whole TEP process using CAT tools such as Fabric/LEAF, GTT, Translation Workspace, LTB, Omnitool, Drive, etc. **SAP AG** **–** Localization of SAP software products from English into Kazakh. |
| **Medical** | **GE Healthcare** **–** Managing the whole TEP process of user/installation manuals, safety instructions for CT, clinical consumables, medical accessories etc. using CAT tools such as Trados Studio 2014, SDLX**Phlilps Healthcare** **–** Managing the whole TEP process of user/installation manuals, safety instructions for professional healthcare products and solutions. |
| Automotive | **John Deere** **–** Translating and editing of user/installation manuals, safety instructions for a wide variety of agricultural equipment (tractors, combines, harvesting machines, planters, etc.) using Felix Editor and CrossWeb translation tools.**Harley Davidson** **–** Translating and editing of user/installation manuals, safety instructions for Harley Davidsonmotorcycles  |
| Technology | **LG** –Managing the whole TEP process of user/installation manuals, safety instructions for LG products**Samsung** –Managing the whole TEP process of user/installation manuals, safety instructions for Samsung products**Huawei** – Managing the whole TEP process of user/installation manuals, safety instructions for Huawei products |

**CAT tools**

* Across
* MemoQ,
* Trados 2007
* SDL Trados Studio 2014
* Felix
* SAP translation portal
* X-Bench
* GTT
* Omnitool
* Smartling

**Translation capacity**

2000 words per working day 6,000-15,000 words per working week

**Rates**

EUR/USD 0.05 per English word for translation, EUR/USD 15 per hour for Editing / Proofreading