

Anne Qiu

Translator

Personal Info

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Summary

Reliable translator with 7+ years' experience in freelance and volunteer translation. Translated up to 4000 words per day. Native Chinese speaker, proficient in English (TEM 8) and currently studying Japanese.

Experience

English-Chinese Translator

April 2018–present

- 100% Finish my work on schedule.
- Translated up to 8-10 hours per day.
- Maintained 96% customer satisfaction rating, four points over the company average.
- Communicate and work with different companies and agencies.

English-Chinese Translator

Consulate-General of Japan in Detroit

May 2015–March 2018

- Translated 100+ videos from over 20 internet social media influencers.
- Translated 6 episodes of documentaries on China history.
- Translated video series on learning and teaching theory and practices.
- Translated lectures on using AI and IOT (Internet of Things) to manage insects farms.
- Reorganized office filing system to reduce re-translation of repetitive texts by over 20%.
- Collect the vocabularies and technical terms from every field to make my writing accurate and smooth.

Education

Bachelor of arts in Translation, Guangzhou University, Guangdong.

2011–2015

- Pursued a passion for linguistics through course and project work.

Certifications

- Certified English Major – Level 8
- Mandarin test (84.5)

Languages

- Mandarin and Cantonese: Native
- English: Proficient

Key Skills

- Research
- Editing
- Proofreading
- Project management
- Touch typing (95+ WPM)
- Written communication
- Cultural awareness
- Time management
- Creative writing
- Organization