**Lance LU**

(86) 139-5178-1452∣lancelu2018@qq.com∣Nanjing, China

**Personal Details**

Target English - Simplified Chinese Freelance Translator

Language pair English＞Simplified Chinese

Time Zone Beijing Time (GMT+8)

LinkedIn <https://www.linkedin.com/in/lance-lu-039088189/>

Skype live:pys-2307022018

**Education**

2003 –2007, Bachelor degree of English language and literature by Nanjing Normal University

**Professional Experience**

2009 –2013, In-House Translator, Jiangsu General Information Technology Co., Ltd.

* Translation, Proofreading and Quality Management for major clients

2014 – Now, Freelance Translator for **TransPerfect, RWS, United Language Group and Conversis**

* Translation
* MTPE
* Proofreading
* Quality Management

**Skills & Qualifications**

* Experienced English - Simplified Chinese translator, translating roughly over 10 million words in the past 13 years, and specializing in the translation of Medical and Life Science, IT, Market Research.
* Near-native understanding in English.
* Thorough knowledge of Medical and Life Science, Banking terminology, acquired through my experience in providing services for global language service providers including TransPerfect and RWS.
* Experience translating: Clinical Study Protocol, Investigator Brochure, Clinical Study Report, Informed Consent Form, Serious Adverse Events Form, Product Brochures, Presentations, Employee Handbooks, Technical Manuals, User Guides, IT, Apps, Policies and Procedures, Reports, Letters.
* Proficient in Microsoft Office-Word, Excel, PPT, and CAT tools such as Trados, MemoQ, Wordfast.
* Legacy Certification for Proofreading in English - Simplified Chinese from TransPerfect.

**Fields of Expertise**

* Life Science and Medical
* Market Research
* Convention & Exhibition
* Government
* General

**CAT Tool**

* Trados
* MemoQ
* Memsource
* Wordfast

**Services & Rates**

Translation 0.07 USD psw

MTPE 0.04 USD psw

Proofreading/editing 0.035 USD psw

Hourly rate 30 USD/hour

**Capacity**

Translation/MTPE 3,000 words/day

Proofreading/editing 10,000 words/day

**Project Experience (Non-Exhaustive List)**



**Life Science, Medical**

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**Life Science, Medical**

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**Life Science, Medical**

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**Software, IT Marketing**

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| American Express Point-of-Purchase - Guidelines (2).doc | 11454 |
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| 2017 08 07 - Feasibility Study - Chapter 2.docx | 4302 |
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| JSecure CA Interface Guide\_V2.4\_eng.docx | 6040 |
| JSecure Issuer Implementation Guide Ver1.4.docx | 8957 |
| (ENG)Operations Manual | 7289 |
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| JCB CA Interface Guide | 6276 |
| JSecure Acquirer Implementation Guide Ver.1.4.docx | 7274 |



**Economic, Market Research and Government**

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**Economic, Market Research and Government**

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**Convention & Exhibition, Marketing**

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8-E AI 2.3 Update to Plan and Budget 2016-2020.docx 12094

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5. the safety and security of humanitarian volunteers.docx 3499