**LE TUYEN**

***10 Years-Experience German and English into Vietnamese Freelance Translator***

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| Fullname  | : Le Thi Thanh Tuyen  |
| Date of birth  | : 23rd September 1990  |
| Address  | : 147 Trieu Khuc, Thanh Tri District, Hanoi City |
| Email  | : thanhtuyen19902309@gmail.com  |
| Skype | : thanhtuyen.tdn  |
| Yahoo Messenger | : letuyen23990  |
| Telephone  | : 0084-375 664 213  |
| Mobile  | : 0084-375 664 213  |
| Proz's profile | : <http://www.proz.com/profile/1952761> |

**EDUCATION AND QUALIFICATIONS**

**June 2012**:  [University](https://vi.wikipedia.org/wiki/%C4%90%E1%BA%A1i_h%E1%BB%8Dc) of [Languages](https://vi.wikipedia.org/wiki/Ng%C3%B4n_ng%E1%BB%AF) và [International Studies](https://vi.wikipedia.org/wiki/Quan_h%E1%BB%87_qu%E1%BB%91c_t%E1%BA%BF), B.A in Western European Language and Culture (Bachelor of GermanandEnglishlanguage for interpretation).

• Rank: Good.

• English qualification: IELTS (Score: 7.0)

• German qualification: Zertifikat C1

**TRANSLATION EXPERIENCE**

**From May 2013 to Present:** *Being a Translator in TDN Translation Company.*

**Main Duties:**

• Translating documents from German and Englishto Vietnamese and vice versa

 as assigned by the Project Manager.

• Editing the translation of other translators.

**Clients:**

**** CCJK Technologies Co., Ltd

 Verztec Consulting Pte Ltd

 STAR Software Indonesia

 LingoNova Consulting Services

 TechTrans

 Euroscript (China) Language Technology Services

 GERMA translation bureau

 **From August 2016 to now**: *Being a Freelance Translator in tolingo GmbH.*

**Main Duties:**

• Translating documents from German and Englishto Vietnamese and vice versa

 as assigned by the Project Managers.

• Editing the translation of other translators.

**From August 2014 to now**: *Being a Freelance Translator in Expertrans Global.*

**Main Duties:**

• Translating documents from German and Englishto Vietnamese and vice versa as assigned by the Project Managers.

• Editing the translation of other translators.

|  |
| --- |
| From March 2015 to now: *Being a Freelance Translator in Dr.Localize Communication* *Bridge* |

**Main Duties:**

• Translating documents from German and Englishto Vietnamese and vice versa

 as assigned by the Project Managers.

• Editing the translation of other translators.

**From June 2015 to now**: *Being a Freelance Translator in STAR Vietnam Translation & Software Co., Ltd*

**Main Duties:**

• Translating documents from German and Englishto Vietnamese and vice versa

 as assigned by the Project Managers.

• Editing the translation of other translators.

**From 2016 to now:** *Being a Freelance Translator in T*[*ranslated.net*](http://www.translated.net/)

**Main Duties:**

• Translating documents from German and Englishto Vietnamese and vice versa

 as assigned by the Project Managers.

• Editing the translation of other translators.

***From 2016 to now:*** *Being a Freelance Translator in BayanTech*

***Main duti*es:**

• Translating documents from German and Englishto Vietnamese and vice versa

 as assigned by the Project Managers.

• Editing the translation of other translators.

**SERVICES AND OFFERINGS**

**Translation**: German into Vietnamese and vice versa; Englishinto Vietnamese and vice versa

**Proofreading/editing**: German into Vietnamese and vice versa; Englishinto Vietnamese and vice versa

**MTPE:** German into Vietnamese and vice versa; Englishinto Vietnamese and vice versa

**MAIN AREAS OF EXPERTISE**

 Technical, Architecture, Tech/Engineering (general), Construction / Civil Engineering, Automotive / Cars & Trucks, Automation & Robotics

 Medical (general) – Pharmaceutical, Genetics, Health Care

 Finance and Banking, Commercial/ Business, Marketing, Accounting, Advertising, Insurance, Taxation & Customs , Economics

 Creative Subjects, Education, Social Sciences, Science (general), Environment, Hospitality, Sports

 IT (Information Technology) –Telecomunication, Marketing/E-commerce, Business/Commerce, Advertising / Public Relations

 Wine / Oenology / Viticulture, Cooking / Culinaty, Food / Drink, Nutrition

 Law (general) / Patient, Contract, Trademarks, Copywrighter, Printing & Publishing, Certificate, Licenses, Media

 Anthropology, Archaeology, Astronomy & Space

 Internet, e-Commerce, Investment , Security, Safety, Computer / Software / Hardware, Network

 Iron & Steel, Metallurgy

 Management, Manufacturing, Retail, Human Resources

 Land / Real Estate

 Mathematics & Statistics, Physics, Philosophy, Literature, Psychology , Education / Padagogy, History

 Meteorology, Metrology, Aerospace / Aviation / Space

 Military / Defense

 Music, Instrument, Furniture / Household Appliances

 Oil & Gas / Petroleum, Material, Mining & Minerals / Gems, Bioglogy, Chemistry

 Maritime / Shipping / Sailing, Train

 Social Science, Sociology, Ethics, Religion, Government / Politics

 Sport / Fitness / Recreation, Game / Video Game / Gaming / Casino

 Agriculture, Botany, Geography, Environment & Ecology, Forestry / Wood / Timber, Fisheries

 Electronics, Energy / Power Generation / Mechanics, Nuclear

 Textiles / Clothing / Fashion

 Tourism & Travel

 Cosmetics, Beauty

 Cinema, Film, TV, Drama, Art & Craft, Painting, Photography/Imaging (Graphic Arts)

**SOFTWARE AND CAT TOOLS**

**** SDL Trados 2021

 Transit

 MS Office tools

 Adobe Acrobat Professional

 Across

 MemoQ 9.9

 Memsource Editor

 Other tools: XTM, Wordfast

**SOME COMPLETED TRANSLATION PROJECTS**

***GERMAN AND ENGLISH INTO VIETNAMESE:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Nr.  | Project name  | Client  | Volume  | Year  | Discription |
| 1 | VI CS CT\_300314  | Vertec  | Monthly | 2016 until now  | The Essentials of Leadership and Management  |
| 2 | Weber\_HA-Rundbehaelter  | Ubersetzungen  | Monthly | 2015 until now | Weber Rundbehaelter |
| 3 | New job LRX\_New  | STAR SoftwareIndonesia | Monthly  | 2014until now | Technische Dokumentation Betriebsanleitung Linearroboter Baureihe LRX/LRX-S MC6-Steuerung  |
| 4 | New KraussMaffei job - STAR no 142736  | STAR SoftwareIndonesia | Monthly | 2014until now | Technische Dokumentation Betriebsanleitung Spritzgießmaschine Baureihe CX MC6  |
| 5 | KraussMaffei STAR No 141447  | STAR SoftwareIndonesia | Monthly | 2014until now | [Elektrowerkzeuge](https://www.maschinenprofi.de/elektrowerkzeuge/) |
| 6 | ENERCON | Star Vietnam | Monthly | 2016until now | Wind Power |
| 7 | Product LineRichard Wolf | Tsd Technik-Sprachendienst | Monthly | 2018- now  | Medical Devices & Instruments |
| 9 | O-42176-TRA-001 | Euro text | 250.000 | 2015 | Konstruktion |
| 10 | Mercedes-benz (Daimler) | Star Vietnam | Monthly | 2016 until now | Automobile |
| 11 | IT (Information Technology) -Telecomunication | Techtrans | Monthly  | 2019 | Telecomunication |
| 12 | P&G Marketing | Verztec | 500.000 | 2018 | Marketing and Promotion, Markering/E-commerce |
| 13 | Medical\_Olmutinib \_HM61713\_IB\_v4.0\_20Apr2017 | Dr.Localize | Monthly | 2017 until now | Medical Olmutinib |
| 14 | Kid Education | LingoNova Consulting Services | 550.000 words | 2019 | Education |
| 15 | Technical-Household appliances | Euroscript (China) Language Technology Services | 650.000 words | 2019 | Household appliances |
| 16 | Electronics | CCJK Technologies | Monthly | 2017 until now | Samsung Electronics |
| 17 | Carl Zeiss Meditec - Z CALC 2. | Carl Zeiss Meditec | 800.000 | 2018 - 2020 | Hyperopic LASIK |
| 18 |  Trumpf Medizin Systeme | Tsd Technik-Sprachendienst | Monthly  | 2016until now | Medical Devices & Instruments |
| 19 | Bosch\_PT-BI\_ASA-DOC | Bosch | Monthly | 2018 until now | Messwerkzeug |
| 20 | Die perfekte Untertischspülmaschine | Tolingo GmbH | Monthly | 2016 until now | Spülmaschine |
| 21 | e-Commerce | LingoNova Consulting Services | 500000 | 2020 | Business/Commerce |

**TERM OF QUALITY**

***I aware that quality and deadline are the most important priorities. Therefore, I***

***always do our best to offer you my best translation for cooperation in the long run. Please contact me if you have any support.***

***Thank you very much for your attention, please contact us for any more enquiry:***

***Contact name: Le Thi Thanh Tuyen***

***Email: thanhtuyen19902309@gmail.com***

***Mobile:0084-375664213***

***Skype: thanhtuyen.tdn***

**REFERENCE**

**1. Julia Phan – Project Manager**

Julia@expertrans.com

EXPERTRANS GLOBAL JOINT STOCK COMPANY

No 62, Lane 19, Tran Quang Dieu Street, Dong Da Dist, Hanoi

Website: [www.expertrans.com](http://www.expertrans.com)

**2. Meika – Project Manager**

Email: meika@drlocalize.com

Dr.Localize Communication Bridge Co.Ltd

Suite 10, Floor 6, Han – Viet Tower, 203 Minh Khai Street, Hoang Mai District, Hanoi, Vietnam

Website: www.drlocalize.com

**3. Hung Pham**

Email: hung.pham@star-group.net

STAR Vietnam Translation & Software Co., Ltd.

Website: [www.star-vietnam.com.vn](http://www.star-group.net/)  / [www.star-group.net](http://www.star-group.net/)

**4. Francesca Bee - Project Manager**

Email: francesca.bee@translated.net

Translated.net

Website://www.translated.net/

**5.** **Ahmed Hussein - Project Manager**

Email: ahmed.hussein@bayan-tech.com

BayanTech

Website: <http://bayan-tech.com/>