# Hai & Phi-Nga's Resume

"Whenever excellence is required, we deliver it on time." **E-mail:** <u>interel.vn@gmail.com</u> (or interel@earthlink.net as backup) **Bus:** 954/755-9617 **Fax:** 954/755-9618

Professional Translators 12325 NW 76th Street Parkland, FL 33076-4221

### **Roles and Experiences**

Professional Translators Our professional members are native Vietnamese and fluent in Vietnamese, English and French.	Hai	<ul> <li>BS Electrical and Mechanical Engineering - Liege, Belgium.</li> <li>35 years as translator and editor, also develops and analyzes new technical terminology (since 1990).</li> <li>33 years in engineering, machinery, auto parts, computer hardware and software (Ref: EDS, GM, IBM, Continental Airlines, Rinker/Cemex &amp; AppCard). Familiar with software localization.</li> </ul>
We deliver top-quality and high volume translation services from:	P h i-N g a	<ul> <li>BS Mechanical Engineering, Villanova - Philadelphia, Pa.</li> <li>30 years as translator and interpreter, extensive knowledge in health care, business, real estate, banking and mortgages.</li> </ul>
<ul> <li>English into Vietnamese and vice versa</li> <li>French into Vietnamese</li> </ul>		

## **Contributing ideas that work**

We are a small group of Vietnamese professional translators who currently live in the States and in Vietnam. We have worked in the linguistic area for many years. As translators, we always put our native Vietnamese heritage and language skills to work in a dynamic and changing environment. We travel to Vietnam to ensure that our knowledge of the language and other technical skills are current, with the ever-changing environment within our country.

We are capable of translating for the Vietnamese audience in the States as well as in Vietnam. We have professionals residing in Vietnam, who help us accurately translate a major product to its intended readers without the risk of offending them.

Over the years, we have developed our internal glossaries and software to track the terms used for each project, no matter how small or sizable it is. Our quality process always requires a document to be reviewed by 2 sets of eyes, before being sent out to you.

## **Expertise that brings insight**

We work with translation companies for a variety of major industries, in the area of:

- COVID-19 Regulations & Guidelines for Schools and Businesses
- Health Care, Informed Consent
- Pharmaceuticals & Cancer Research, Test Trials
- Oil exploration, Demining
- Automobile Assembly Plant
- Technical User Manuals
- Printing
- <u>Amanda's Poems</u> & Religion (click Vietnamese book at bottom of page)

- Education, Schools & IEP
- Insurance, Banking
- Children's Books
- OSHA Regulations, Testing
- Government Contracts
- Legal (Lawsuit, Litigation, etc.)
- IT & Websites

We also do pro-bono work:

- For the City of New Orleans Emergency Preparedness & Evacuation (ATA 2006)
- For the Buffalo Bill Museum (Denver 2010)

#### Hardware

- High speed and up-to-date servers, desktops and laptops to support a variety of client's requirements. Some are already on Amazon cloud.
- Laser and color printers, scanner.

#### Software

- *Operating Systems:* Windows 7, 10 and 2012 Server.
- Business applications:
  - Office 2007 and 2010, miscellaneous plug-ins and in-house applications to help manage large projects. We support a variety of Vietnamese fonts.
- Translation Tools:
  - We can work with Trados, Wordfast, memoQ and many others, local or online (Please ask us)
- ♦ *References*:
  - English and Vietnamese dictionaries (We have our own <u>software dictionaries</u> and proofing tools)

\*\*\* References and translation samples available upon request \*\*\* (Revised Dec 2024)

Check out our website <u>www.interel.net/translate</u>

Translation - Editing - Desktop Publishing Business & Marketing, Technical, Hardware/Software, Legal and Medical