

A Certified English to Malay or Malay to English Translator

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QUALIFICATIONS

- Masters in Business Administration (MBA), Governors State University, Chicago, USA (1986)
- B. Sc (Business Administration), University of Nebraska-Lincoln, USA (1985)
- Diploma in Accountancy, Universiti Teknologi MARA (UiTM) (1981)
- Diploma in Translation – Malaysian National Institute of Translation (1999)

WORKING EXPERIENCE

- Managing Partner of SZY Services, as Freelance Translator and trading services
- Human Resource Manager, KLCC Urusharta Sdn Bhd (1995 – 1999)
- Senior Business Development Executive, KLCC Holdings Berhad (1993 – 1995)
- Property Management Executive, Island & Peninsular Berhad (1989 – 1993)

AREA OF SPECIALISATION



- Management, IT, Medical (General), Pharmaceutical (General), Finance, Accounting, Legal (General), Sports, Tourism, Business Administration, Advertising, Marketing, Human Resource


RATE

- Translation: USD0.12 per word,
- Editing/proofreading: USD0.05 per word.
- Minimum charge per job: USD20.00


LANGUAGE: English <> Malay

ONGOING & COMPLETED PROJECTS


No.	Clients	Type	Description	Translation
1	Wordware Distributors Sdn Bhd 	Book	Microsoft Office 2000 Professional At A Glance Author: Microsoft Press (410 Pages)	English > Malay
2	Institut Terjemahan Negara Malaysia 	Financial Report Book	PROTON Annual Report 2002 (65 Pages) Crisis Control- Preventing & Managing Corporate Crisis (210 Pages)	English > Malay English > Malay

		Advertisement	Hong Leong Finance - 'We've Cut Rates'	English > Malay
		Insurance Clauses	Hong Leong Assurance (43 Pages)	English > Malay
		Office Manual	HICOM- Company Ethics Statement	English > Malay
3	Destiny Worldwide Sdn Bhd (Direct Selling Company)	Company Manual/ Brochures	Products, Marketing Strategy, Company Background. (100 Pages)	English > Malay
4	McCann-Erickson (M) Sdn Bhd 	Brochures	Kolej Damansara Utama (KDU) Application Form	English > Malay
		Brochures	Hong Leong Assurance - HLA New Life (8 Pages) - Living Care Plus (4 pages)	English > Malay
		Brochures	Power of Learning Space (4 Pages)	English > Malay
		Advertisement	Sevlon Body Wash	English > Malay
		Advertisement	L'Oreal Malaysia - Skin care Products (16 Pages)	English > Malay
		Speech	David Atken's Video For Employee (4 Pages)	English > Malay
		Letter	Hong Leong Bank's Letter to Customers.	English > Malay
		Brochure	Jatini Mailer (4 Pages)	English > Malay
		Brochure	Actal Plus (5 Pages)	English > Malay
		Brochure	Pioneer OT Presenter - New Pringles (4 Pages)	English > Malay
		Brochure	Neslac (15,000 words)	English > Malay

5	<i>Draft Worldwide Sdn Bhd</i>	<i>Brochure</i>	<i>Mantissa Institute (3 Pages)</i>	<i>English > Malay</i>
6	<i>ACE Synergy Sdn Bhd</i>	<i>Brochure</i>	<i>Healthcare Plans (15 Pages)</i>	<i>English > Malay</i>
7	<i>Berjaya General Insurance</i>	<i>Brochure</i>	<i>B - Healthnet (4 Pages)</i>	<i>English > Malay</i>
8	<i>Daya Cendekia Resources Sdn Bhd</i>	<i>Letter</i>	<i>Citibank's Letter to Customers</i>	<i>English > Malay</i>
		<i>Book</i>	<i>Changing People's Culture (6 Chapters, 33 Pages)</i>	<i>English > Malay</i>
8	<i>Lexus Com Sdn Bhd (formerly known as Daya Cendekia Resources Sdn Bhd (Cont'd)</i>	<i>Court Case</i>	<i>Fride, Frank, Harris, Shriver & Jacobsen LLP Case - Superior Court of California Kava Holdings Inc. (Plaintiff) Vs Duli YTM Pengiran Jeffri Bolkih & Brunei Investment Agency (Defendant)</i>	<i>English > Malay</i>
		<i>Brochure</i>	<i>Lecture Notes on Geomatics (100 Pages)</i>	<i>Malay > English</i>
		<i>Annual Report</i>	<i>Inland Revenue Board (LHDN 2004 (40 pages)</i>	<i>Malay > English</i>
		<i>Annual Report</i>	<i>Bank Negara Annual Report 2005 (800 pages)</i>	<i>English > Malay</i>
		<i>Magazine Articles</i>	<i>Cosmopolitan Magazine for Malaysian Readers (30 pages)</i>	<i>English > Malay (June 2006)</i>
		<i>Annual Report</i>	<i>Malaysian National Reinsurance Holding Berhad (100 pages)</i>	<i>English>Malay July 07</i>
		<i>Phone Manual</i>	<i>Cardivice (4625 words)</i>	<i>English>Malay July 07</i>

9	<p>malayexpressions.com</p> 	Manual	Absent Assign a Rating (7 Pages)	English > Malay
		Slide Presentation	Olympia YMRS Rater Training (36 Slides)	English > Malay
		Manual	Concordant Rater System (Gold Standard Summary) - Dr. Sachs' Group PANS Interview in a Bipolar Patient	English > Malay
		Manual	Concordant Rater System (Vignette Summary) - Dr. Sachs' Group PANS Interview in a Bipolar Patient	English > Malay
		Manual	Manual For English Course (100,000 words)	English > Malay
		Manual	Procedure and Manual for McDonalds (26,000 words-Nov 2005)	English > Malay
		Birth and Marriage Certificate	Translation of Birth certificate On going	Malay > English
Manual	Motorola Phone Command 6,000 commands (30,000 words)	English > Malay		
10	KV Communication Sdn Bhd	Advertisement	Proposed Optimix Fund (6 Pages)	English > Malay
11	Epsilon Translation Malaysia Sdn Bhd	Book	Microsoft Professional XP (60,000 Words)	English > Malay
		Manual	Digital Media Instructors' Manual (Microsoft Office) (40,000 Words)	English > Malay
12	<p>Citibank Malaysia</p> 	Letters	Application For Home Loan Facilities (5 Pages)	English > Malay

13	Hongkong & Shanghai Banking Corporation 	Letters	Homemakers Guide (10 Pages)	English > Malay
14	Suruhanjaya Tenaga (The Energy Commission Of Malaysia) 	Brochures	Criteria to Sit for Examination & Syllabus- Wireman, Chargeman, Electrician, etc	Malay > English Jan 06
		Annual Report	Annual Report 2004 (30,000 words)	Malay > English Jan 06
		Annual Report	Annual Report 2005 (10,000 words)	English > Malay Nov 06
15	Text Studio (Advertising Agency)	Text Manual	Grolier's Programmed English Course: Book 1 to 3 (200 pages)	Indonesian > Malay Dec 06
		Newsletter	Carlsberg (26 pages)	English > Malay
		Brochure	UOB Bank (5 pages)- On- Going	English > Malay
		Brochure	JTI (10 pages)- On-Going	English > Malay
		Letters to Cardmembers/ Brochures	Ambank - On-Going	English>Malay
		Newsletter	Carlsberg Quarterly Report- Ongoing	English>Malay
16	Sistem Televisyen Malaysia Berhad (TV3)  BERITA TERKINI	TV Program	Jejak Rasul (13 Episodes of 11 th Season) Documentary Series on the Prophets of Islam	Malay > English Feb 06
			Ilmuwan Islam(13 episodes) Documentary Series-	Malay > English May 07
			Beauty Secret From The East (13 Episodes)	Malay > English
			Jejak Rasul- 13 Episodes of 12 th Season)	Malay > English Feb 07
			Rock film - Rimba Bara	Malay >

				English Sept 07
17	<p>Verztec Consulting Pte Ltd, Singapore</p> 	<p>Website</p> <p>Updates</p> <p>Blog</p> <p>Online Survey</p> <p>General Information</p> <p>General Information</p> <p>Manual</p> <p>Operating Manual</p> <p>Brochure</p> <p>Brochure</p> <p>Guide Book</p> <p>Brochure</p> <p>Documentary</p> <p>Advertisement Documentary</p> <p>Booklet</p>	<p>ESPNsport.com Website</p> <p>http://www.footballcrazy.tv Weekly Website Updates on English Premiere League.</p> <p>Andy's Blog and Jaime's Blog, ESPN Sportstar Website (8,000 words)</p> <p>ACNielsen Online Survey (21,100 Words)</p> <p>SPM Gallery (9,000 words)</p> <p>Changi General Hospital -Information on Illnesses (13,400 words)</p> <p>Glossary For McDonald's (7,400 words)</p> <p>McDonald's Grill Direct (170,000 words)</p> <p>Changi Airport (4,100 words)</p> <p>Hyatt Regency Hotel (4,000 words)</p> <p>Foreign Domestic Worker for Ministry of Manpower (10,000 words)</p> <p>Singapore Flyer (3 pages)</p> <p>Top ten ways how to retain employees - 3 pages DIGI Photo Frame 1 page North West Community Development Council</p> <p>OMM Bedok South Apartment 1350 words</p>	<p>English > Malay</p> <p>On Going Since Apr. 06</p> <p>English > Malay Jan 07</p> <p>English > Malay Feb 06, Sept 06</p> <p>English > Malay May 06</p> <p>English > Malay Jun. 06</p> <p>English > Malay Sept. 06</p> <p>English > Malay Sept. 06-Jan 07</p> <p>English>Malay Jan 07</p> <p>English > Malay Jan 07</p> <p>English > Malay Dec 06</p> <p>English>Malay (March 2007)</p> <p>English>Malay (August 07)</p> <p>English>Malay November 07</p>

18	ValueTrans	Brochure Website	IT Solution Online Flickr Community Guideline	English>Malay March 07
19	CLC_Communication	Advertisement	7 Chocapic Concepts	English>Malay March 07
20	KSBTranslation	Manual/handout	Cellular phone - Nokia 2253 words	English>Malay July07
21	Global Linguists	Documentary	National Institute of Education, Singapore 620 words	English>Malay July 07
		Medical Survey	MRSA Info sheet 800 words	English>Malay July 07
22	Construction Industry Development Board (CIDB)	Annual Repor	CIDB 2006 Annual Report 18,000 words	Malay>English May 07
		Master Plan	CIDB Masterplan-80,000 words	English>Malay November 07
23	TransPerfect Translations	Questionnaire and Survey	Carried out survey as well as translation, proofreading 15 pages	Malay>English March, July 07
25	Lingotek Translation Services	Documentary	SlilentWhistle Poster Text - 2 pages	English>Malay August 07
26	Medatta Creation	Documentary	Accidental Death for Ministry of Transport- 35 slides	English > Malay August 07
			RHB Bank(Letter to Customers (4 pages)	English>Malay October 07
27.	CCJK Technologies	Documentary	Health, Safety & Environment 2116 words	English>Malay September 07
		Advertisement	Handycam SMAP(250w)	English >Malay October 07
		Brochure	Anti Cigg Smuggling (630 words)	English>Malay November 07
28.	Times Translation Service	Documentary	Nomination form	English>Malay October 07
29	Locteam	Brochure	Proofreading of product names	English>Malay September 07
30	Golden View (China) Technologies	Form	Patient information	English>Malay September 07

31 China Link ITCC	Brochure	Proofreading of T3 Changi Airport brochure 6 pages	English>Malay November 07
		Proofreading of Official letter written by Chief Minister of Malacca	Malay>English November 07
32 1STtranslation	Match framing-Midi video course	Respect in Work place and Huntsman Record /management-30hours	English September 07

Note: *The above lists are non-exhaustive. Many jobs such as proofreading of translated materials, promotional materials, advertisements, TV scripts, press releases and articles have been translated but not listed here.*

REFERENCES:

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