

JANET TAN

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Professional Interpreter and Translator

Languages: English↔Chinese (Mandarin and Cantonese both native; Simplify and Traditional both professional)

Types of Interpretation and Translation: Conference (simultaneous and consecutive), court hearing, deposition, seminar, town hall meeting, and teleconference; translation, review, proofreading, editing, transcription and subtitling (audio and video),

Subject Specialties: Legal and government, business and finance, pharmaceutical, medical equipment and medical/healthcare, military, literature, journalism, environmental issues, nuclear material and weapons control, film, entertainment, and teaching material.

Interpreting jobs performed: International conferences and symposium of various subjects; litigation for Chinese public companies in the U.S., IP disputes, US International Trade Commission and SEC hearings; Federal, state courts and arbitration hearings; Chinese ministry level official meetings with the US counter parties; major national think tanks conferences and EPA/ECA conferences.

Translation jobs: legal and official document for DOJ, DOD, DOS, DOC and various law firms; book translating and editing for publishing houses; the Capitol Visitors Center tour guide; National Geographic TV scripts translation and editing; Carnegie Endowment website translation; transcribing for DOJ and DOS.

Clients served: Washington D.C. and New York prominent law firms, national industry and trade associations, Federal government agencies and contractors (SEC, DOJ, DOD, DOC, DOS), Federal and state courts, the US Patent and Trademark Office, SEC, FDA, World Bank, National Geographic TV, Random House, National Endowment for Humanities, Carnegie Endowment for International Peace, Congressional China Executive Committee, Washington D.C. Mayor's office, Gallup, Gensler, Lockhead Martin, Google, Microsoft, Lenova, NEA, Alibaba, etc., and universities and non-profit organizations.

Partial Translation Publications:

- **Spanking The Maid** (from English to Chinese) by Robert Coover, 60 pages, Hunan Fine Arts Publishing House, 1998.
- **The Soul of the Firm** (from English to Chinese) by C. William Pollard, 153 pages, Beijing Guanghai Publishing House, 1997.