

## Letter of Reference for Brian Nordley

October 7, 2024

To Whom It May Concern,

I am pleased to provide this letter of reference for Brian Nordley, who has served as an English editor at Beijing Trans-Plus Translation Co. Ltd. for three years. Our firm specializes in high-quality translation services and maintains valuable partnerships with clients including the World Bank, Intercontinental Communication Center(CICC), Accenture, China International Communications Group(CICG), State Grid Corporation of China, CIIE Bureau, Xiaomi Corporation and multinational corporations.

### Key Competencies

- **Cultural Adaptation and Localization:** Brian excels in tailoring content for diverse audiences, effectively handling the editing of translation and localization tasks that require sensitivity to cultural nuances.
- **Technical and Promotional Editing:** His expertise with technical documents, such as guides, manuals, and promotional materials, makes him an asset in various sectors.
- **Creative and Editorial Versatility:** Brian's adaptability is demonstrated through his work on creative writing, speeches and scripts, and press releases, showcasing his ability to engage with diverse content types.

### Selected Projects

Brian has made significant contributions to numerous projects, including:

- **Yunnan Tourist Guidebook:** Managed structural and developmental editing, including fact-checking, to enhance narrative flow and accuracy.
- **Influence Report of the 6th China International Import Expo:** Delivered precise messaging and promotional content for international stakeholders, demonstrating his skills in producing brochures and press releases.
- **Translation and Subtitling for “Endless Life”:** Highlighted his expertise in cultural nuances and accuracy, emphasizing translation and localization skills.

## Contributions

In addition to his admirable project work, Brian's editing has greatly improved the quality and cultural sensitivity of our outputs, preserving our reputation for excellence. His abilities in fact-checking and using industry-standard tools enhance the precision and quality of our deliverables.

Despite recent challenges in the economic climate, we actively value Brian's services, entrusting him with important assignments whenever possible. His adaptability and professionalism are true assets to our team.

I wholeheartedly recommend Brian for any career opportunity he pursues. His skills and dedication make him an invaluable addition, and I am confident he will excel in any role he takes on.

Please feel free to contact me at 86-10-84831430 for any further insights regarding Brian's accomplishments.

Sincerely,



Z h u   J i a n t i n g   ( R o b e r t )

General Manager

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