



HANIFI ALTINSOY
Translator-Interpreter

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JOB EXPERIENCE:

1997 – Present

I have been working as full time freelance translator /interpreter since 1997 and I have been actively involved in translation and interpreting services since that time.

I have more than 20 years of experience as freelancer and I am specialized in medical devices, tools, procedures, medical reports, medical tests for one of the biggest private chain of hospitals and in other fields such as automotive, car parts, car care, business, finance, tourism, contracts, agreements, annual reports, insurance reports, IT, gaming, e-commerce, communication and computer hardware, software, system, investment, money markets, securities, taxation, product specifications, technical documents, manuals, tender documentation, agriculture, food and beverage, nutrition, animal nutrition, construction, mining, electronics, telecommunications, internet, networks, metals, textiles, human resources.

I have been serving as freelancer for Immigration Consultant based in Istanbul. We successfully completed tens of projects for immigrants to Canada. I also served as language expert in the courts and notary offices in Istanbul and Turkey and I have been endorsed by the Ministry of Justice of Turkey as an expert.

I successfully completed internet, IT, machine translation post-editing, subtitling, proofreading, communication projects of translation offices.

I also translated tens of thousands words of MSDS and TDS documents, product specifications, job completion certificates.

I also translated tens of thousands words of legal documents, powers of attorney, authorization certificates, court decisions, arbitration documents, contracts, rental contracts. Again, for translation agencies I translated tens of thousands of words of payrolls, balance sheets, income statements, annual reports, trial balances, annual tax returns, history of account, financial rating documents, tax incentive documents, import and export documentations and declarations, customs declarations and customs clearing certificates.

Currently I collaborate with translation offices for their day-to-day translation jobs including certificates, passports, transcripts, diplomas, rental contracts, residency certificates, good conduct certificates, utility bills, military discharge certificates, bank receipts, letters of reference, employment certificates, social security documents, title deeds, driving licenses, motor vehicle registration documents, etc.

I also attended and served as interpreter in more than ten trade exhibitions, business meetings, court hearings, business visits, audit visits, company trainings at home and abroad.

EDUCATION:**1985-1990****Bachelor's Degree**

Ege University
Faculty of Communication
Radio-TV Department

**CERTIFICATION/
STANDARDS:**

Notary Sworn, Language Expert for English translation endorsed by Turkish Ministry of Justice, Interpreter for Canadian Immigration Interviews Abroad, Interpretation Services for British Public and Private Institutions.

CAT Experience

SDL Trados for more than 5 years

LANGUAGES:

English (advanced), Turkish (native), German (intermediate)

**COMPUTER
KNOWLEDGE:**

Adobe Acrobat, Adobe Illustrator, Adobe Photoshop, Microsoft Word, Microsoft Excel, MovieMaker, Powerpoint

**COMPANIES
WORKED AS
FREELANCER:**

Medikal Park Hospital, Liv Hospital, BigWord, Twitter, Unilever, Brother, Vodafone, Accenture, Turtle Wax Inc., Sen-International, Car Freshner, Nokia, Samsung, Astonish, Akfen, TAV Holdings, Ataturk International Airport, ETS Tours, LR International, Türk Telekom, Garanti Bank, Türkiye İş Bankası, Akbank, Sinyal Elektronik, Doganer Otomotiv, National Geographic, GE, Ford Motors, Maersk, DHL, Turkish Standards Institute, Turkish TV Channels for Subtitling, Courts at any level, Ministry of Justice of Turkey, Ministry of Communication, ...

**REFERENCES AS
TRANSLATION
OFFICES:****Bilgi Translation Office**

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Ece Translation Office

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Önder Translation Office

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**Sen-International (International Immigration
Consultants)**

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