王国清业绩材料

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1. 评审简表

附件二评审简表

申报单位（盖章）：　　申报人姓名：王国清　　语种：英语　　拟评资格：　　审核人签字：

一、基本情况及主要经历　　**译审（英语）**

姓名	王国清	性别	男	出生年月	1972.11.13	参加工作时间	1995.7	现行政职务		自由职业
最高学历	本科	毕业学校	长沙铁道学院 外语外贸学院		所学专业	英语	毕业时间	1995 年 7 月	学位	文学学士
现专业技术职务（资格）		一级笔译	取得时间	2016.12. 07	同级专业技术职务取得时间		/	从事本专业年限		26 年
专业技术工作起止时间		工作单位			从事何种专业技术工作		取得何种专业技术职称		取得职称时间	
1995 年 7 月~2006 年 10 月		中铁四局集团第三工程有限公司			本公司国际竞争性招标项目文件的中英文翻译		助理翻译（英语）		1998 年 9 月	
2006 年 10 月~2010 年 9 月		中国建筑工程总公司卡塔尔多哈高层写字楼项目部			从事该项目技术文件的中英文翻译工作		二级笔译（英语）		2005 年 11 月 13 日	
2011 年 1 月~2011 年 12 月		杭州励骏置业有限公司			从事该公司房地产开发项目资料的中英文翻译		二级笔译（英语）			
2012 年 2 月~2013 年 3 月		中铁四局集团重庆长安汽车综合试车场项目经理部			从事与高速环道曲线段路面分包商 SMB 国际工程公司有关的商务文件中英文翻译		二级笔译（英语）			
2013 年 10 月~2014 年 10 月		上海泰坤建筑工程有限公司			从事公司美国西雅图南机场福朋喜来登酒店项目开发文件中英文翻译		二级笔译（英语）			

2015年3月~2016 年12 月	信息产业电子第十一设计研究院科技工程股份有限公司杭州分公司	从事该公司海外光伏发电项目英文资料的翻译	二级笔译（英语）	
2017 年1月~ 2017 年6月	失业在家经营自己的翻译工作室	从事合肥市经济技术开发区国清翻译工作室承接的中英文资料翻译	一级笔译（英语）	2016 年12 月7 日
2017 年7月~2018 年5月	安徽盛运环保集团合肥环保事业部	从事公司海外垃圾发电环保项目开发资料的翻译工作	一级笔译（英语）	
2018 年6月~2021 年5月	合肥海盛劳务有限公司	经劳务派遣到中铁四局集团第四工程有限公司经营开发部从事海外工程项目投标的翻译工作，以及在黄山至千岛湖高速公路项目部从事办公室管理工作。	一级笔译（英语）	
2021 年6月~ 2022 年7月（至今）	自由职业，经营自己的翻译工作室业务。	从事合肥市经济技术开发区国清翻译工作室承接的海外工程招投标中英文资料的翻译工作	一级笔译（英语）	

注1：审核人请在首行签字并在表首加盖公章。

注2：“同级专业技术职务及取得时间”是指由其它专业技术职务转评为翻译专业技术职务人员，其原专业技术职务取得时间。

二、任现职（取得现资格）以来的工作业绩

1. 承担重点项目情况

序号	重点项目名称	本人负责部分	级别			项目进行时间	出版单位及时间	完成情况及效果
			地市级	省部级	国家级			
1	安徽盛运环保集团有限公司柬埔寨国金边市生活垃圾焚烧发电项目特许经营协议、金边市生活垃圾焚烧发电厂可行性研究报告、柬埔寨法规等文件	翻译了该公司柬埔寨国金边市生活垃圾焚烧发电项目特许经营协议-中英文对照版、金边市生活垃圾焚烧发电厂可行性研究报告及图表内容翻译、柬埔寨法规等文件，累计翻译汉字数约 20 万字，本人独立完成。	地市级			2018 年 7 月-12 月	未出版	良好，对推进柬埔寨国金边市生活垃圾焚烧发电项目开发提供了依据。
2	阿联酋阿提哈德铁路项目（B、C、D 合同包）资审文件以及有关公路，铁路，桥梁和隧道项目业绩资料	独立翻译了阿联酋阿提哈德铁路项目资审(B、C、D 合同包）文件，以及有关公路，铁路，桥梁和隧道项目业绩资料，包括合同协议书、工程总承包合同、中标通知书以及竣工	地市级			2018 年 10 月-2018 年 11 月	未出版	良好，推进了有关项目的资审和投标工作。

		证明，合计 4 万汉字。						
3	纳贡嘎（NAGDHUNGA）隧道项目招标投标文件	参与翻译了纳贡嘎（NAGDHUNGA）隧道项目招标文件和投标文件，总字数约 5 万汉字。	地市级			2018 年 8 月-2018 年 9 月	未出版	良好，顺利推进了有关项目的投标工作。
4	阿联酋阿提哈德铁路项目 B、C、D 三个合同包的招标文件和投标文件	参与翻译阿联酋阿提哈德铁路项目 B、C、D 三个合同包的招标文件和投标文件超过 150 万汉字数，翻译的文件涵盖投标人须知、合同条件、定价和数据文件、工程范围及附件、技术报告、业主和设计单位（DAR）的工程量清单、投标答疑和补遗文件、询价资料、工地调查报告和投标书文件。	地市级			2019 年 1 月-2019 年 6 月	未出版	良好，顺利推进了有关项目的投标工作
5	孟加拉 MMK 宽轨距铁路施工项目 WD1 标段的招标文件、投标商务文件	主持、参与翻译并审定了孟加拉 MMK 宽轨距铁路施工项目 WD1 标段的招标文件、工程量清单、技术规范和图纸翻译，并参与投标商务文件翻译工作。其中，本人完成招标文件翻译字数约 10 万汉	地市级			2020 年 8 月-2020 年 12 月	未出版	良好，该项目标段合同已授标给中铁四局集团有限公司

		字，本人翻译的投标商务业绩文件合计约15万汉字。						
6	孟加拉国达卡市美格邦（MEGHBON）公寓楼项目的资审文件和招投标文件	主持翻译并审定了孟加拉国达卡市美格邦（MEGHBON）公寓楼项目的资审文件和招标和投标文件翻译，包括资审申请文件、招标文件中的工程量清单、技术规范和图纸的翻译以及投标商务文件翻译。合计审核的总字数为416万汉字。	地市级			2021年10月-2021年12月	未出版	良好，顺利推进了有关项目的投标工作。
7	关于按PPP(公私合营)模式将“加波托里-诺比诺戈尔-比批里”四车道公路改造为高速公路的项目支持文件	主持、参与翻译并审定了关于按PPP（公私合营）模式将“加波托里-诺比诺戈尔-比批里”四车道公路改造为高速公路的项目支持文件，本人翻译字数约2000汉字，审核文字约20	地市级			2021年12月	未出版	良好，推进了该项目的顺利投标。

		万字。						
8	孟加拉国钢结构储存仓库投标邀请文件	本人翻译了孟加拉国钢结构储存仓库投标邀请文件，合计约7000汉字。	地市级			2022年1月	未出版	良好，顺利推进了该项目的投标。
9	孟加拉海军基地船坞和设施项目招标资料	本人翻译了孟加拉海军基地船坞和设施项目招标资料、投标答疑和图纸文件，合计总字数约17万汉字。	地市级			2022年1月-2022年3月	未出版	良好，顺利推进了该项目的投标。
10	将锡莱特-塔马比莱（Sylhet-Tamabil）公路升级改造为具有单独车辆慢车道（SMVT）的四车道高速公路项目招标文件	主持翻译并审定了将锡莱特-塔马比莱（Sylhet-Tamabil）公路升级改造为具有单独车辆慢车道（SMVT）的四车道高速公路项目的招标文件，总字数约5万汉字。本人翻译的投标业绩文件合计约4.8万汉字。	地市级			2022年3月	未出版	良好，推进了该项目的顺利投标。
11	孟加拉人民共和国政府达卡市大众快速交通开发项目（1号线）资格预审邀请书（IFP）编号	主持翻译并审定了孟加拉人民共和国政府达卡市大众快速交通开发项目（1号线）资格预审邀请书（IFP）编号	地市级			2022年4月	未出版	良好，推进了该项目的顺利投标。

	MRTLINE-1/PQ/CP05 以及国内 3 个地铁业绩资料	MRTLINE-1/PQ/CP05 文件，合计 40287 汉字数，本人翻译了 3 个地铁业绩资料，合计约 47925 汉字数。						
12	印度尼西亚雅加达 Oasis Central Sudirman Development 双塔楼房建项目投标文件技术标	本人翻译并审定了中建集团雅加达 Oasis Central Sudirman Development 双塔楼房建项目的技术标文件，合计约 6 万汉字。	地市级			2022 年 5 月	未出版	良好，推进了该项目的顺利投标。
13	孟加拉国道路和雨水网络 Mirsarai 项目招标文件	翻译并审定了孟加拉国道路和雨水网络 Mirsarai 项目的招标资料表和招标表格以及 2 个项目业绩资料和中铁财务报表和审计报告，合计约 4 万汉字	地市级			2022 年 6 月	未出版	良好，推进了该项目的顺利投标。

2. 获奖情况（填地市级一等奖、省部级一、二等奖，国家级一、二、三等奖）

序号	获奖题目	奖项名称	获奖级别及等级	颁奖单位	获奖时间	本人承担内容
	/	/	/	/	/	/

三、任现职（取得现资格）以来完成工作任务情况

审定稿字数（万字）	50

（口译人员请提供担任国际会议、大型会议等翻译任务的情况）
自 2016 年 12 月 7 日取得一级笔译（英语）资格以来，我完成的主要翻译工作如下：

2017 年 7 月-2018 年 5 月期间，我在安徽盛运环保集团合肥事业部担任首席翻译，负责翻译了该公司柬埔寨国金边市生活垃圾焚烧发电项目特许经营协议、金边市生活垃圾焚烧发电厂可行性研究报告及图表、多个柬埔寨法规等文件，累计翻译的汉字数 20 万汉字以上。

2018 年 6 月－2021 年 5 月期间，我经合肥海盛劳务有限公司劳务派遣到中铁四局集团第四工程有限公司担任经营部高级翻译，本人翻译和审定的主要文件包括阿联酋阿提哈德铁路项目资审（B、C、D 合同包）文件以及有关公路，铁路，桥梁和隧道项目的业绩资料，包括合同协议书、工程总承包合同、中标通知书以及竣工证明等文件，合计 5 万汉字。同时我还翻译了阿联酋阿提哈德铁路项目 B、C、D 三个合同包的招标文件和投标文件，总字数超过 150 万汉字，翻译的文件涵盖投标人须知、合同条件、定价和数据文件、工程范围及附件、技术报告、业主和设计单位（DAR）的工程量清单、投标答疑和补遗文件、工地调查报告和投标书文件。此后，我还翻译了关于使用预制混凝土板加快公路路面施工的可行性文件、菲迪克银皮书 2017 第 2 版 EPC 合同条件（包括通用条件和专用条件）、以及英国皇家特许测量师协会出版的 SMM7 房建工程标准计量方法（版本 7）等文件。

2018 年 8 月-9 月期间，我主持、参与翻译了尼泊尔纳贡嘎（NAGDHUNGA）隧道项目招标文件和投标文件，我翻译的字数约 5 万汉字，审核的文件总字数约 68 万汉字。

在 2020 年 8 月-2020 年 12 月期间，我主持、参与翻译并审定了孟加拉 MMK 宽轨距铁路施工项目 WD1 标段招标文件、工程量清单、技术规范和图纸的翻译，参与翻译了投标商务文件。其中，我翻译的招标文件约 10 万汉字，审核的项目招标文件译文合计为 78 万汉字，参与翻译该项目 WD-1 标投标商务业绩文件包括授权书、投标银行保函、投标提交函、联营体协议书、人员信息表、业主答疑、国内多个铁路产品厂家的产品介绍资料，自己翻译的部分约 15 万汉字，审核的投标文件字数约 59 万汉字。

2021 年 6 月 1 日，我从合肥海盛劳务有限公司辞职，在家经营自己于 2017 年 2 月创建的合肥市经济技术开发区国清翻译工作室（个体户），与中铁四局集团有限公司第七工程分公司签订了翻译服务协议，专门从事该公司在孟加拉国建筑市场的建筑项目招标和投标文件的翻译工作。以下是我参与该公司孟加拉国建筑工程项目招投标文件翻译的情况。

2021 年 10 月-12 月期间，我主持完成了孟加拉国达卡市美格邦（MEGHBON）公寓楼项目的资审文件和招投标文件的翻译，包括资审申请文件、招标文件中的工程量清单、技术规范和图纸的翻译以及投标书商务文件的翻译，合计翻译的总字数为 416 万汉字，本人审核了全部译文。

2021 年 12 月，我主持翻译并审定了关于按 PPP（公私合营）模式将“加波托里-诺比诺戈尔-比批里”四车道公路改造为高速公路的项目支持文件，合计 20 万字。

2022 年 1 月，我翻译了孟加拉国钢结构储存仓库投标邀请文件，总计约 7000 汉字。

2022 年 1 月-3 月，我翻译了孟加拉海军基地船坞和设施项目招标资料、投标答疑和图纸文件，合计总字数约 17 万汉字。

2022 年 3 月，我主持翻译并审定了将锡莱特-塔马比莱（Sylhet-Tamabil）公路升级改造为具有单独车辆慢车道（SMVT）的四车道高速公路项目的招标文件，总字数约 5 万汉字。另外本人还翻译了投标业绩资料，约 4.8 万汉字。

2022 年 4 月，我主持翻译并审定了孟加拉人民共和国政府达卡市大众快速交通开发项目（1 号线）资格预审邀请书（IFP）编号 MRTLINE-1/PQ/CP05，并且本人翻译了 3 个国内地铁业绩资料，总字数约 8.7 万汉字。

2022 年 5 月，我完成了中国建筑马来西亚有限公司的雅加达 Oasis Central Sudirman Development 房建项目的投标文件技术标的中文-英文翻译工作，翻译的总字数约 6 万汉字数。

2022 年 6 月，我翻译了孟加拉国道路和雨水网络 Mirsarai 项目的招标资料表、招标表格、2 个项目的业绩资料以及中铁四局集团 2021 年财务报告和审计报告，合计约 4 万汉字。

四、任现职（取得现资格）以来发表、出版的译著（文）或论文

序号	译著（文）或论文题目	出版、发表在何处	作品字数（万）	发表时间	独（合）译	本人在合译中所承担部分及字数（万）
/	/	/	/	/	/	/

注 1：凡是合译的译文、译著或论文必须写明被推荐人在合译中所承担部分（章节或起止页数），并在申报材料中附上出版单位开具的证明函。

注 2：译文或论文必须是发表在省部级以上公开发行的报纸或期刊上，内部刊物上刊登或使用的，相应单位盖章证明方可提供。

五、出国进修情况

进修起止时间	国家	内容及专业
年月~ 年月	/	/
年月~ 年月		
年月~ 年月		

六、国内进修情况

进修起止时间	进修内容及专业
年月~ 年月	/
年月~ 年月	
年月~ 年月	

年月~　　年月	

七、出国工作情况

工作起止时间	任务
2017 年 8 月~2017 年 9 月	在安徽盛运环保集团有限公司开发的柬埔寨金边市垃圾焚烧发电项目中担任首席翻译，前往柬埔寨王国金边市，负责项目可行性研究报告、方案和柬埔寨法规的翻译，负责与金边市政府和合作伙伴公司的谈判翻译工作。
2019 年 2 月~2019 年 6 月	在中铁四局集团有限公司参与投标的阿联酋阿提哈德二期铁路项目中担任高级翻译，负责前往阿联酋迪拜进行该项目 B、C、D 三个标段的勘察翻译、招投标文件翻译以及与投标联合体成员（ASGC）和设计单位（DAR）的投标谈判和沟通翻译工作。

八、单位推荐意见（1000 字左右）

单位负责人签字：　　单位：（盖章）

年月日

注 1：本页必须加盖单位公章。
注 2：“单位推荐意见”主要按照《翻译专业职务试行条例》中相应等级任职条件的要求对申报人的水平、业绩给予评价和推荐。

4. 翻译从业心得

My Translation Experience (翻译从业心得)

My name is Guoqing Wang. I was born in Guangde County, Anhui Province on 13 Nov., 1972.

From 1991 till 1995, I studied in the Department of Foreign Languages of Changsha Railway Institute as an English major, and was awarded the title of bachelor of arts in English upon graduation. Thereafter, I was assigned to "The Third Engineering Division of the Fourth Engineering Bureau under the Ministry of Railways" to engage in the translation of tendering and bidding documents for overseas projects or multilateral bank-financed projects in China.

On 7th Dec., 2016, I was awarded the professional title of level-1 translator in English, and level-1 qualification certificate for English translation.

Here, I wish to make a presentation of my working experience and main translation tasks completed from year 2017 till now as well as my thought on translation as follows.

From January till June of 2017, I stayed at home to manage the translation business of "Hefei ETDZ Guoqing Translation Studio" (A self-employedindividual). Meanwhile, I worked as a part-time translator for Shanghai Hefu Translation Co., Ltd. and Shanghai Fargo

Translation Co., Ltd., translating architectural design documents and construction contract documents for them, which has enriched my knowledge related to architectural design, contractual terms and expressions, and fostered my personality of being professional, accurate and logical in translation practice.

From July 2017 to May 2018, I worked in Anhui Shengyun Environmental Protection Group's Hefei Operations Division, and engaged in the translation of documents for overseas waste-to-energy power plant project development, and translated the Feasibility Study Report and Concession Agreement for the Household Waste Incineration Power Plant Project in Phnom Penh City, Kingdom of Cambodia as well as the laws and regulations of Cambodia, with a total word count of over 0.2 million Chinese characters. The translation of aforesaid documents has expanded my knowledge about waste-to-energy technology and related technical terms.

From August 2018 to September 2018, I took part in and managed the translation of the bidding documents for Nagdhunga Tunnel Construction Project comprising Bidding Procedures, Works Requirements and Conditions of Contract & Contract Forms. Thereafter, I translated bidding forms for the said Project. The total word count of the aforesaid bidding documents and bidding forms is

approx. 0.68 million Chinese characters. During the translation, I encountered many technical terms related to tunnelling works, such as invert(仰拱), mucking(出碴), shotcrete(喷射混凝土), rock bolt(锚杆), fore boring(超前钻孔), perforation(打孔), portal(隧道洞口), reinforced soil(加筋土), Gabion(填石铁笼), soling(护面砌石), milestone(节点) and critical path(关键路径). Those terms are typical of tunnel works and are essential for us to understand the construction method for tunnel works. Therefore, I checked and found the equivalent Chinese terms for them. Further, the English language for the bidding procedures is in frozen style which can be seen from many English words and phrases used, such as "in compliance with, in accordance with, shall, shall not, unless otherwise stated, and provided that". Thus, the translation of the bidding procedures needs to be done in an equivalent style of written formal Chinese language.

From June 2018 till May 2021, I was employed by Hefei Haisheng Labor Service Co., Ltd., and assigned by it to the Fourth Engineering Co., Ltd. of China Railway No.4 Engineering Group as a senior translator to engage in the translation of tendering and bidding documents for overseas construction projects. Later in 2021, I worked in Huangshan-Qiandaohu Expressway project division to engage in admin. office affairs management. When working in the Fourth Engineering Co., Ltd., I participated in the prequalification and

bidding process for the execution of Stage 2 Etihad Rail Network, Civil / Track, Package 2B, Abu Dhabi (240 km), Package 2C, Dubai (100km) and Package 2D, Sharjah-Fujairah (127km) (the "Project"). As a senior translator for the bidding team, I have translated the prequalification forms and application documents as well as major part of the tendering documents and bidding documents for the said packages. These documents comprised the prequalification application documents, completed reference projects' contracts and completion certificates for highway, railway, bridge and tunnel works, unincorporated pre-bid joint venture documents, instructions to tenderers, contract agreement and General and Particular Conditions of Contract, pricing & data, scope of works and appendices, and other documents like technical specifications and design criteria, environment impact assessment, addenda, tender clarifications, BOQ prepared by the designer named DAR, site investigation reports and bid documents, with a grand total word count of over 1.5 million translated Chinese characters. Most of the documents were translated from English into Chinese while the bid documents were translated from Chinese into English. The translation of those documents was done during a duration of half a year, and the workload was huge for me; and the translation of all tendering and bidding documents for the Project was accomplished with the aid of another level-2 translator

named Zou Wenyu. I participated in and interpreted for many meetings with our Joint Venture partner named ASGC, and personally translated and reviewed key files like contract documents, JV agreement, site investigation reports and project implementation plans, DAR design reports and designed BOQ, tender clarifications and the updates of tendering documents as well as project presentations made to the Employer named ETIHAD RAIL. During the translation, I also gave a lot of guidance and advice to my team translator Ms. Zou Wenyu, explained to her technical terms on track, track equipment and tunnelling technology, which was conducive to her career growth. In the second half year of 2019, I have studied and translated the FIDIC Conditions of Contract for EPC/Turnkey Projects 2017 Edition, Standard Method of Measurement of Building Works (SMM7) as well as Civil Engineering Standard Method of Measurement (CESMM3) issued by the Institution of Engineers, which helped Chinese engineers to better understand the new terms of FIDIC, international measurement method for civil works and building works. After the translation, I got to know new terms used in the FIDIC Silver Book, and the balance of Employer's rights and obligations and Contractor's rights and obligations in EPC contracts. Further, I have translated a book titled "the Feasibility of Using Precast Concrete Panels to Expedite Highway Pavement Construction", which was used for

reference for Chinese engineers. The total word count of translated text of the said books amounts to approx. 200,000 Chinese characters.

From September 2020 to November, 2020, I undertook the translation of Tender Documents and bidding documents for Package WD1: Construction of Broad-Gauge Railway Line from Madhukhali to Magura via Kamarkhali in Bangladesh. I arranged for a translation team of 11 part-time translators including myself to translate the documents like tender documents, technical specifications and drawings of the aforesaid package. I translated the BOQ Excel files and catalogue files of track fittings suppliers myself. Before the translators did their translation, I had compiled a glossary of key terms selected from the tender documents with their equivalent Chinese terms for reference. Such terms include “broad gauge”(宽轨距), “level crossing” (平交道口), “embankment” (路堤), “track” (轨道), “ballast wall” (挡砟墙), “km post” (里程标), “General Conditions of Contract” (通用合同条件), “Particular Conditions of Contract” (专用合同条件), “RCC” (钢筋混凝土), “dayworks” (计日工), “sub-ballast” (底部道砟), “codes” (规范), “as-built documents” (竣工文件), “right of way” (路权), “site access” (现场通道), “Box Culvert”(箱涵), “preloading”(堆载预压), “Station Buildings”(站房), “programme” (进度计划), “method statement” (方案), “demobilization” (退场), “measurement and payment” (计量和支付) and “setting out” (放样),

etc.. The pre-translated glossary has unified the translation of technical and contractual terms and simplified the work of translators. Similarly, when I assigned the translation task of bidding documents for the said project to translators, I also gave them a glossary of terms with proper English translation, which guaranteed the quality of translated English text. The total word count of the translated tender documents, technical specifications, drawings as well as of the bidding documents amounts to 1.37 million Chinese characters.

In October 2021, I signed a translation service contract with the Seventh Engineering Branch Company of China Railway No.4 Engineering Group to undertake the translation of tendering and bidding documents for its overseas construction projects mainly in Bangladesh.

In October 2021, my Translation Studio undertook the translation of another big project's tending documents, namely, the prequalification, tendering and bidding documents for Civil, Structural, Architectural, HVAC, Electrical, Plumbing, Sanitary, Fire-fighting and Allied Services for the PROPOSED CONSTRUCTION OF MEGHBON CONDOMINIUM PROJECT. For this task, I hired two translation firms to undertake the translation of BOQ documents and reference project documents, and engaged six part-time translators to do the translation of technical specifications and some bidding forms.

Similarly, before the translation, I compiled a glossary of English technical terms and Chinese equivalent terms for the translation team, which related to such disciplines as civil, architectural, fa ҫade, electrical, fire protection, plumbing, heat ventilation and air conditioning, greening, public health and security. All the translations done by the translation firms and part-time translators were carefully reviewed by me, and errors in terms of grammar and terminology and meaning of the translated text were corrected promptly. The word count of the target language text completed by the translation team by December 2021 amounted to 4.16 million Chinese characters.

In December 2021, I organized a few translators to translate the tendering documents of the Gabotli-Savar-Nabinagar Expressway project which comprised PPP head of terms, PPP development process flow, Drone-Base-Topographic-Survey-TOR as well as Appendices A to N, with a total word count of 0.2 million Chinese characters. Since I was not versed in PPP project development documents, I searched for related file on the internet to study the PPP development process as well as related Chinese terms. The translation task was done in two or three days. After the translation, I checked and reviewed all translated text carefully to ensure the consistency of translated technical terms. The technical and contractual terms in the tendering documents comprised the “Request for Proposal” (征求建议书), “Contracting

Authority”(缔约管理局), “Conditions Precedent” (前提条件), “Project Development Fee”(项目开发费), “Financial Close”(融资关闭), “Financial Proposal”（财务建议书）, “equity shareholding”（股本股权）”, etc. A proper translation of those terms was essential for completing the translation task.

In January 2022, I translated the project Introduction and Scope of Supply and the Terms and Conditions for the Project titled “Engineering, Procurement and Construction, including Installation and Commissioning of a Complete Ship Docking and Repair Facility at BNS Mongla”. This is a ship docking works which quite differs from other construction projects. I translated the said documents and other drawings myself, and the total word count of the translated text amounts to 170,000 Chinese characters. There were typical terms in respect of docking and undocking facilities, such as slipway, covered berth, draft and Bench mark points. The terms and conditions for the project are typical of contractual language in frozen style, with which I was familiar.

In January 2022, I translated the tender documents for the Project titled “Improvement of Sylhet-Tamabil Road to a 4-Lane Highway with Separate SMVT Lane Project”, which comprised Part I: tendering procedures, Part II: Requirements, and Part III: Tender Forms. This was a project financed by the Asian Infrastructure

Investment Bank (AIIB), and the tendering procedures slightly differed from those of other Banks like the Asian Development Bank and World Bank. The word count of the translated text amounted to 50,000 Chinese characters.

In April 2022, I organized a team of translators to translate the prequalification documents for Dhaka Mass Rapid Transit Development Project (Line 1), CP05-Construction of Main Line and Station (From Transition through Nadda Station to the North of Natun Bazar Station). Before translation, I prepared a glossary of contractual and technical terms from the Prequalification documents along with their translated Chinese terms, and sent to every translator for their reference and compliance. Both the contractual part and technical part were translated well, and upon my review were finally submitted to my client. The total word count of the translated text amounted to approx. 40,000 Chinese characters. Later, I have translated contractual documents for three reference metro projects for prequalification application. The difficult part of the translation is about shield construction technology and the structure of the shield itself. Such technical terms as man lock (人闸), cutterhead (刀盘), launch shaft (始发井), segment (管片), soil conditioning (土壤改良), tunnel face (掌子面), shield shaft (盾构井) and shield-bored/driven/tunneled section (盾构区间). After studying the

terms and related background knowledge, I finally got to know the structure of a shield machine and its construction process. Each translation task is truly a studying process for me.

Besides, I also undertook the translation of news update for the website of China Railway International Group Co., Ltd. which covered its overseas project news reports and corporate headquarters' news. The translation of such news has improved my understanding of public communication language and of the importance of cultural influence of an overseas-oriented company.

After having translated such a multitude of project tendering and bidding documents of contractual or technical nature, I think that English used for construction industry with unique stylistic features belongs to English for specific purposes (ESP). It is a combination of construction and English, and involves all links of construction industry, such as prequalification, design, tendering and bidding procedures, contract signing, construction, execution, testing and commissioning and completion acceptance, operation and maintenance. Generally in terms of its stylistic features, construction English is written formal English with its unique wording and expressions. And I think that a few things are essential for anyone to become a competent translator in construction industry. **First**, you need to be familiar with the style of technical or contractual language

for construction industry, namely, frozen style. **Second**, you need to master a huge number of bi-lingual technical professional terms in respect of as many disciples of the construction industry as possible. **Third**, you need to be a generalist in construction industry. **Fourth**, a translator should be familiar with the differences between English and Chinese languages and know how to apply translation skills properly during translation practice. Hereinafter, I would like to further explain each of the said four points.

First, the English language for design specifications, project specifications, prequalification documents, bidding procedures, instructions to bidders, engineering construction contract documents and general notes for drawings is featured with professional, legal, formal and accurate wording which is embodied in the professionalism of the contents, preciseness of the language and the integrity of structure of those documents**.** In project specifications, bidding procedures and construction contracts, contract agreements and memoranda, the following words and expressions like "Project (本项目), Works (本工程), Employer (业主), Bidder (投标人), Contractor (承包商), eligibility(合格), responsiveness (响应性), prequalification (资格预审), nominated subcontractor (指定分包商), joint venture (联合体),the Time for Completion (工期), deem(视为), construe(解释), covenant(立约同意), termination(终止), execute (签

署), force majeure(不可抗力), arbitration(仲裁), jurisdiction(管辖), notify(通知), execute(签署), whereas(鉴于), unless otherwise(除非另), in accordance with(依据), with regard to(关于), in the event of(万一), prior to(在…之前), under(依据), pursuant to(根据), in respect of(关于), in the event that(如果), provided that(假如，但规定), in case(如果), be liable for(对…负责), in testimony whereof(特此作证), herein(在此), therein(在其中), wherein(在其中), hereof(于此), thereof(在其中), whereof(关于那个), hereby(特此), whereby(凭此), hereto(对此), hereinafter(以下), therewith(与此), therefor(为此), thereunder(据此), may(可以), shall(应该，必须), may (可以), should(表示假设，如果), will(将会), may not(不可以), shall not(不应该), terms and conditions(条件), force and effect(效力), made and entered into(达成并生效执行), null and void(无效), rights and interests(权益)”are often used instead of general words. Those professional words have specific meanings in the context of construction industry, and are intended to indicate the frozen style of English language for technical and contractual documents. Thus, it is essential to know the usage of those terms in the conversion of Chinese and English. During translation, I attached great importance to the usage of those words and expressions in order to make the translated English text professional, accurate, idiomatic and integral and free of any dispute or misunderstanding for readers. In order to

understand those words, it is necessary to study them carefully and get to know what connotations they may have. For example, words like “shall”, “shall not”, “may”, “may not” and “will” indicate an imperative and compulsory legal obligation of the parties to a contract. Thus, these words in the frozen style of contracts have meanings which quite differ from original meanings of modal verbs. The aforementioned function words like herein, therein, wherein, hereof, thereof, whereof, hereby, whereby, hereto, hereinafter, therewith, therefor and thereunder are intended to make contractual language more concise, grave, precise and formal so as to avoid any discrepancy or misunderstanding between contractual parties. Twin-words like terms and conditions, force and effect, made and entered into, null and void, and rights and interests are often fixed terms which are intended for avoiding unclear semanteme and for emphasis and accuracy purpose.

Second, Learning the terminologies in respect of disciplines of construction industry is essential for a translator to understand and translate technical English for construction industry. Generally, construction industry comprises engineering sectors in respect of roads and highways, railways, bridges, tunnels, metro and light rails, harbors and ports, hydropower, coal-fired power plants, environmental protection, housing, chemical engineering, etc., each of which

comprises a variety of related disciplines. Take housing construction for example; the housing works comprises unit works like dewatering, piling, foundation, substructure, superstructure, secondary structures like masonry, finishing and fitting-out works, electro-mechanical works, HVAC works, plumbing works, building management system, and landscaping works. And each unit works have its unique professional terms. Take foundation works for example; there are such terms as cast-in-situ bored pile, dug pile, pile raft, pile cap, pier, abutment, and ground improvement. Those words are essential for a translator to understand the documents of foundation works. For road engineering, we need to know road structure composition, which comprises roadbed, subbase, base, cement-stabilized crushed stone layer, prime coat, tack coat, asphalt pavement layers and wearing course, and construction plant like roller, grader, excavator, bulldozer and loader. For tunnelling works and shield section, there are even more technical words which are of great importance to the understanding of technical English for related works. Such words include TBM (tunnel boring machine), shield, segment, segment ring, transverse and longitudinal joints, screw conveyor, clearance, penetration, ventilation shaft and connecting passage. Therefore, getting to know those technical terms and finding their equivalent target language terms is a must for any translator engaged in

construction industry. Take railway engineering for example; there are some typical Chinese words which are difficult to translate, like “站前工程”. According to the definition of “站前工程”, we understand that it is a professional term used for railway construction, and it mainly comprises subgrade, bridges and culverts, tunnels, station yards and tracks, etc., and there is no equivalent English word for it. Thus, based on its connotation, I realized that civil works was very close to the meaning of “站前工程” and it could be the equivalent English word for it. Other words like “道岔” can be translated into “switch and crossing” as “道岔” comprises mainly a switch and a crossing. Further, I want to take some technical expressions in housing construction as examples. When translating a construction method statement for a technical bidding document for “Jakarta Oasis Central Sudirman Development”, I encountered many technical terms like “阶梯收缩面”, “爬架”, “背楞”, “挑空层”, “降板”, which were difficult for me to translate at the beginning. Each word related to either construction technology or a design concept. However, after checking their meanings on the internet, I found or coined their equivalent English words, namely, **“stepwise setback”, “climbing system”, “beam”, “void floor” and “reduced-depth slab”**.

Third, studying construction-related background knowledge is of great importance to the translation of technical terms and documents.

Each time I encounter any document of a discipline fresh to me, I always search for information of a related subject discipline on the internet and study the definitions of terms, construction technology and application until I get a general idea of the discipline. When I translate a construction method statement or technical specification, I may read text related to construction technology process on how to carry out the works in steps. For example, when I read “open-cut bottom-up method” (明挖顺做法) in a tendering document, I need to know its construction process, which proceeds from the construction of a diaphragm wall to earthwork cutting, and then to construction of structures from the bottom up to the level of top slab. When I was translating a technical document regarding shield-section construction of a domestic tunnel project, I read it through and found that it was difficult for me to understand the Chinese text since the document involved a lot of physical knowledge and construction technology as well as terminologies. I was under pressure to translate more than 20 pages of such Chinese technical text into English. After checking all the terms and their equivalent English terms, studying related construction technology and background knowledge about shield construction technology, I finally understood how to translate the Chinese text into English properly, and the translation process was truly a studying experience for me. Therefore, being a generalist in

construction industry background knowledge is necessary for a competent translator as the necessary knowledge of construction sector contains basic logic and reasoning and dictates how the engineering article is written.

Fourth, a translator should be familiar with the differences between English and Chinese languages in respect of their composition, sentence structure, form, voice, etc., and know how to apply translation skills to convert English into Chinese or vice versa based on such differences. As for the differences between Chinese and English languages, Chinese language emphasizes parataxis while English language emphases hypotaxis; Chinese language is back-loaded while English language is front-loaded; Chinese language is dynamic and uses more verbs while English is static and uses more nouns and verb nominalizations; Chinese language uses active voice more than English language does. Chinese has less tenses than English. After knowing the basic aforesaid differences between the two languages, we will become more adept in converting English into Chinese or vice versa so that the translated text conforms to the logic, idioms and norms of target language. When translating documents from Chinese into English, we should use more connectives like "because, but, however, although, if, therefore and so that" to connect two or more sentences, and place the result-loaded sentence at the

front of a paragraph, and put conditional sentences at the end of the paragraph, which is rational and logical for English readers. During the translation from Chinese into English, we tend to use more pronouns to substitute words used previously in a paragraph to make the sentence more concise. When translating a long English sentence with attributive clause or adverbial clause into Chinese, we need to divide the sentence into a few short sentences according to their logic. The abovementioned skills for converting the two languages can be followed in the translation of contractual or technical documents. Therefore, the use of translation skills is often based on the differences between the two languages, which has been tested in my daily translation practice. Further, such translation skills as “repetition(重译法), amplification(增译法), omission（减译法）, conversion（词类转移法）,inversion（词序调整法）, division （分译法）, negation （正说反译法、反说正译法）, the change of voices（语态变换法） are often used in order to make the translated target language more smooth and suitable for target language readers in terms of logic and conventional use.

After experiencing five years of translation of project tendering and bidding documents with a total workload of over two million Chinese characters and a workload of reviewing translated project contractual and technical documents of over five million Chinese characters, I

have become more adept in reviewing translated documents and resolving difficulties encountered in terms of terminologies, construction technology during translation. And I need to continuously study hard both Chinese and English languages and enrich my background knowledge related to various disciplines of construction industry at home and abroad, as well as theoretical knowledge and skills of translation.

In my spare time, I kept studying translation books like "Actual-Meaning Translation Theory" written by Professor Cai Lijian and the essays of China Translation Magazine. I fully agree to Professor Cai Lijian's actual-meaning theory. Some of the essays on legal translation of the China Translation Magazine really helped me understand legal terms and their connotations and use. In addition, I read bilingual domestic conference speeches delivered by state leaders and white papers released by Chinese Government, which also helped me broaden my knowledge and taught me how to translate Chinese poetic sentences into English. Further, I also agree to the Translation theory of "Faithfulness, Expressiveness and Closeness" proposed by famous Professor Liu Zhongde. According to Professor Liu's theory, faithfulness means that the translation must be faithful to the contents of the writer's source text; expressiveness means that the version must be as expressive as the source text; closeness means that the style of

the version must be as close to the original style as possible. I think that this theory is quite applicable to the translation of engineering documents in construction sector. During the practice, we need to not only retain the meaning of source language, but also keep the style of source language as far as possible. And I have been following the said theories to keep improving the quality of translated text of contractual, technical and other documents.

In the future to come, I will focus on the translation business of my translation studio, keep on studying construction technology, international laws and contracts, international competitive tendering procedures and requirements of multilateral banks, trying my best to do each and every translation task well and to the satisfaction of clients. I will bear in mind the professional code of conduct for translators, striving to be a qualified senior translator. Last but not the least, I hope to express my sincere appreciation to all the teachers and judges for spending your time reading my translation experience.

Writer: Guoqing Wang, dated 25 July, 2022