

A STEP TOWARDS NEW HORIZONS

OLTRANS
TRANSLATION AGENCY

2022

CONTENT

Who we are
Contracts and memberships
Software in use
Statistics
Supported languages
Professionalism
Certified translations
Specialised translations
Our translation method
How to order
Additional services
Translation with Translation Memory
Interpreting services
Team
Testimonials
Contacts

A step towards new horizons

OLTRANS
Since 2006

WHAT STANDS BEHIND THE NAME

PRINCIPLES OF WORK

OLTRANS
Since 2006

A step towards new horizons



WE OFFER

Translations from/in **Bulgarian** done by expert linguists with the help of a high technology software.

Quality guaranteed by the written translations standard
БДС EN ISO 17100:2015.



OUR MISSION. IN BRIEF

In 2006, we, Nadya Rangelova and Sotir Rangelov founded Oltrans Translation Agency with the mission to bring competent INTERMEDIARY between the customers and their business goals. We are based in Bulgaria and support over 150 language combinations.

We also play an active role in the education and training of young translators and proofreaders, so we are confident that we can keep up with the constantly progressing world of translation.

Take a look at our Method of work and we are sure you may recognise it as your step towards the Bulgarian market.

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CONTRACTS AND MEMBERSHIPS



Personal Data
Administrator



БДС ISO 17100:2015
Written Translations
Standard



ELIA Member
since 2010

SOFTWARE IN USE



Protemos
Project Management
System



SDL Trados Studio
Translation Software



SDL Trados MultiTerm
Translation Software



Project Acceptance and
Delivery Automation
(XTRF, Plunet, etc.)

STATISTICS



115 100 +
pages
translated

13 500 +
projects
completed

2 650 +
clients

2 / 200 +
in-house/
freelance
translators

LANGUAGES SUPPORTED

CLASS I

English, German,
French, Italian,
Spanish, Russian

CLASS II

Greek, Turkish,
Romanian, Serbian,
Macedonian, Czech,
Croatian, Slovak,
Polish, Ukrainian,
Slovenian, Hungarian,
Dutch

CLASS III

Albanian, Arabic,
Danish, Hebrew,
Latvian, Lithuanian,
Norwegian, Swedish,
Portuguese

CLASS IV

Chinese simplified,
Korean, Persian,
Japanese, Finnish

PROFESSIONALISM

1

30 MIN QUOTE RESPONSE

Send us an inquiry and will receive a reply within 30 minutes during business hours.

2

TRANSLATION SOFTWARE

We work with SDL Trados Studio, SDL Trados Multi Term, Xbench and client's software such as MemoQ, Transit, etc.

3

TRANSLATORS

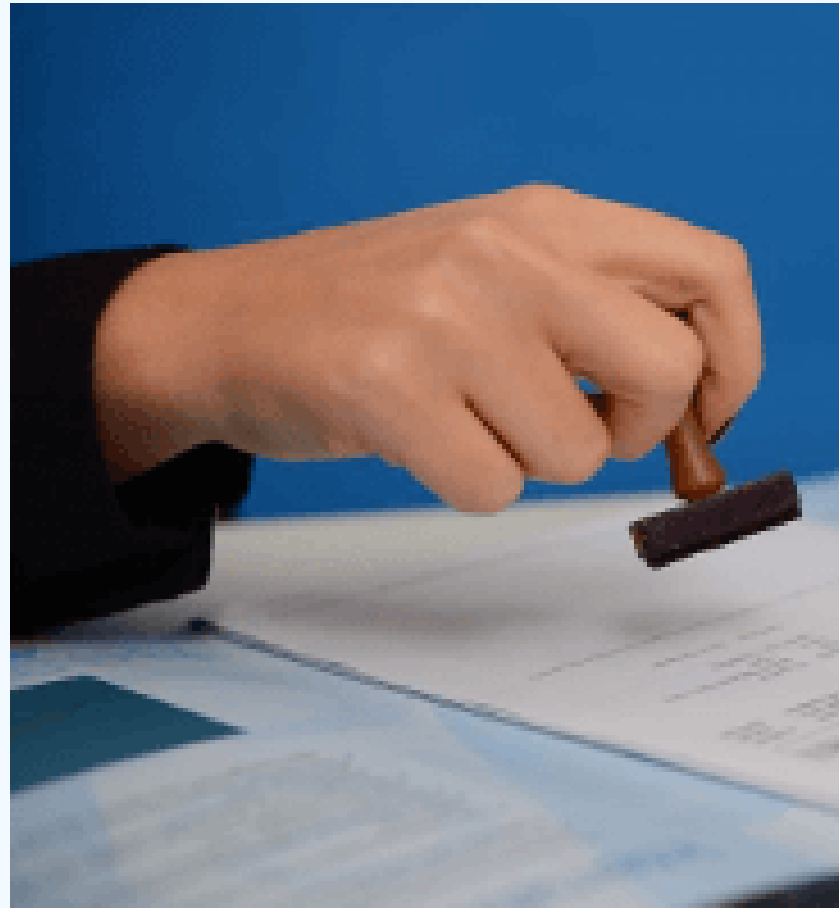
We have in-house translators and proofreaders fluent in English. Also we have an extensive pool of expert freelance translators.

4

SECURITY

We rely on our private server with encrypted link to it.

CERTIFIED TRANSLATIONS



**PUBLIC
DOCUMENTS**



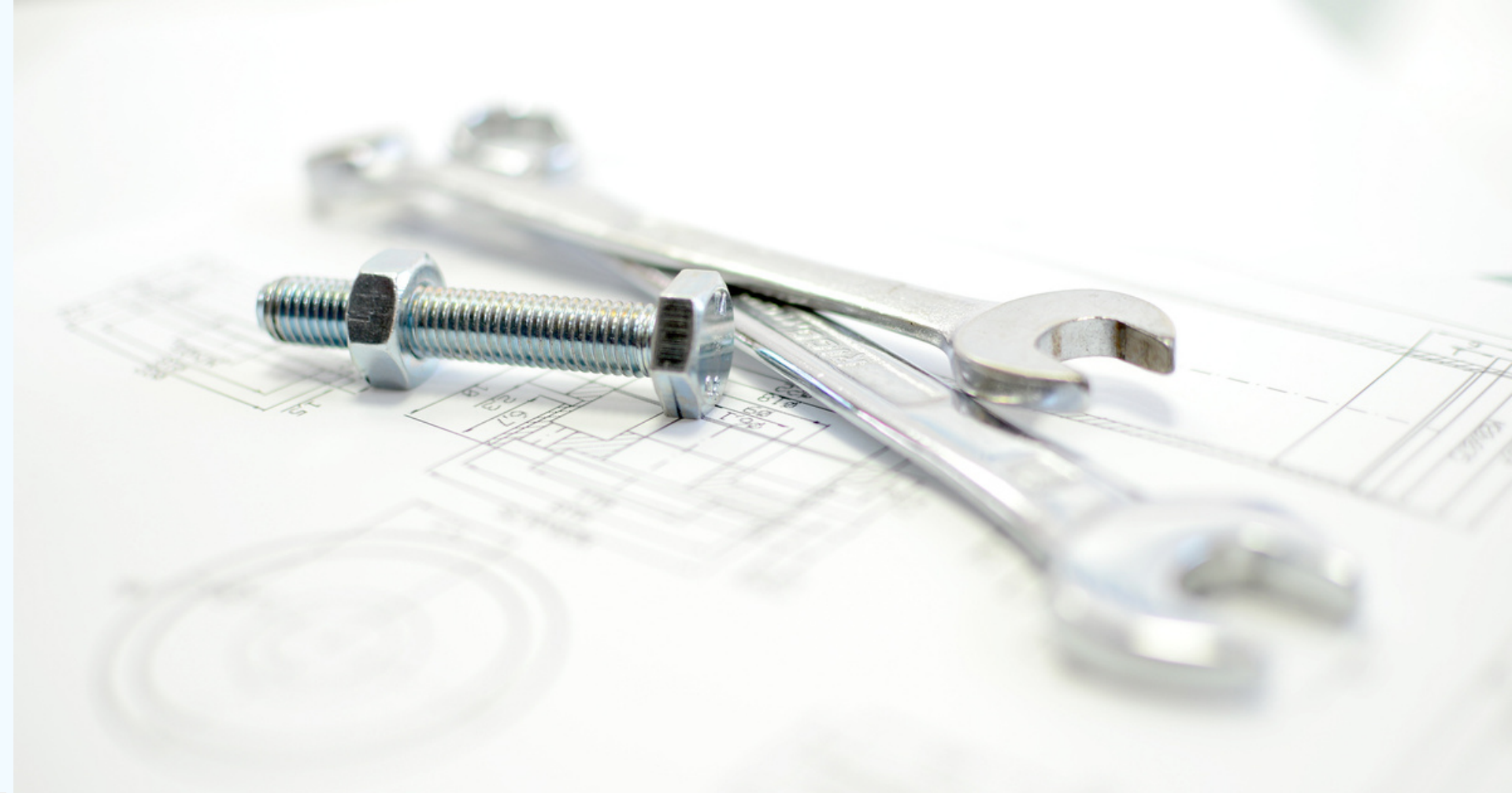
**CORPORATE
DOCUMENTS**



**APOSTILLE AND
LEGALIZATION**

TECHNICAL TEXTS

Data sheets, operation manuals, electronics, electrical systems and wiring, motor vehicles, etc.



LEGAL TEXTS

Contracts, minutes, articles of association, declarations, powers of attorney, etc.

MEDICAL TEXTS

Discharge summaries, operating manuals of medical devices, medications supply agreements, medications registration documents, etc.



TEXTS OF ECONOMICS AND FINANCE

Invoices, financial statements, balance sheets, articles, etc.

MARKETING AND ADVERTISING TEXTS

Presentations, leaflets, catalogues, restaurant
menues, etc.



WEBSITE TRANSLATION

Website translation, translation in text or web
files or in an online interface. WordPress
websites translation.



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OUR TRANSLATION METHOD

PREPARATION

Extraction of texts and exporting of text file from specific file formats.

TRANSLATION

Translation by expert translator experienced in the specific field of the text.

EDITING

Expert editing by independent linguist.

QUALITY CONTROL

Quality check for factual errors and make sure that the client's instructions are strictly followed.

HOW TO ORDER

 in **3** easy steps

QUOTATION

Fill in the Quotation form and get an exact quote for deadline and price.

PAYMENT

Use the most convenient for you payment method - in office, via bank transfer or with debit/credit card.

RECEIVING

You will receive the translation at the office, via courier or on e-mail.

ADDITIONAL SERVICES



EDITING



PROOFREADING



**DOCUMENTS FOR
EDUCATION**

STUDYING IN BULGARIA



**TRANSLATION OF
DOCUMENTS FOR
STUDYING IN
BULGARIA**



**ACCOMMODATION
AND CITY
ORIENTATION IN
PLOVDIV**



**INFORMATION
ABOUT
UNIVERSITIES
AND COLLEGES IN
PLOVDIV**

TRANSLATION WITH TRANSLATION MEMORY

1. EXACT QUOTE

We calculate the volume of the source text after text analysis.

2. TEXT PREPARATION

Extraction of the text for translation and its exporting from specific file formats.

3. TERMBASE PREPARATION

Compiling a termbase for specialised and corporate texts for translation.

4. TRANSLATION MEMORY

Preparation of translation memory derived from former translations or creating of a new one.



5. TRANSLATION

Translation by an expert translator specialised in the specific field of the text.

6. EDITING

Editing by an expert in the specific field of the text.

7. QUALITY CHECK

We use quality check programs to check the translation made with the help of translation memory.

8. DTP PROCESS

DTP of the final translation. We make the source text and the translated one identical.

INTERPRETING SERVICES

- **DOCUMENT CERTIFICATION AT NOTARY PUBLIC**

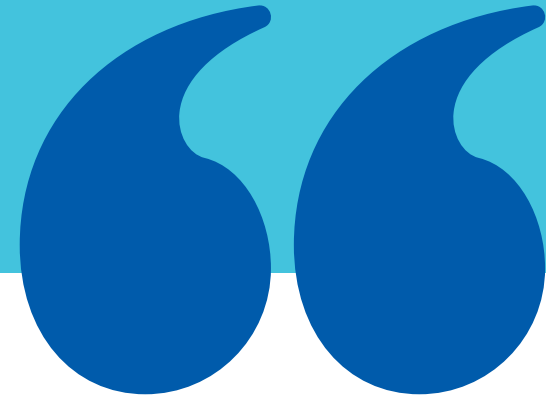
When a foreign citizen signs documents at a Notary public, the presence of a certified translator is absolutely obligatory.

- **ACCOMPANYING**

We can book competent and reliable translators for you and your business partners and investors for their visits in Bulgaria, and also during your business meetings.

- **INTERPRETING DURING STAFF TRAININGS**

We can provide expert translators in specific fields to translate the lecturer's speech when starting a new business in Bulgaria, launching a new product, implementing new systems and programmes.



THE IDEAS DON'T
WORK BEFORE
YOU GET THE JOB
DONE.

OUR TEAM



**DARINA
BRACHKOVA**

Sales Expert



**VELIZAR
MIHAYLOV**

*International Project
Manager*



**ELITSA
DIMITROVA**

*English Language Translator
and Proofreader*



**SAVINA
BOZOVA**

*Sales Expert
Corporate Clients*

OUR TEAM



**VIOLETA
DASKALOVA**

Human Resources



**LIDIA
KUZMANOVA**

Project Manager

WE STAND BEHIND OUR PRINCIPLES



SOTIR AND NADYA RANGELOVS

Co-founders and Managers

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OLTRANS
Since 2006



92%

SATISFIED CUSTOMERS

LUCYNA GÓRNIAK

Vendor Coordinator

„The translations of Oltrans were delivered punctually and were all of high quality. We have always received positive feedback on their translations from our clients.“

JOHANNA ERLUDOTTIR

Project Manager

„All the communications are quick and polite, deadlines are very well respected and the quality of the translations is very good.“

DENISA BENEŠOVÁ

Account Manager

„Oltrans is involved in many demanding international projects for major electronic and technical companies. Oltrans always provided us with quality services, always on time, good communications and willing to help.“

CONTACTS

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Only one who devotes
himself to a cause with his
whole strength and soul can
be a true master.

ALBERT EINSTEIN