



Alet Kruger

Multilingual Language Services (Pty) Ltd

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1. PERSONAL DETAILS OF DIRECTOR

SURNAME: Kruger (née Vermooten)
NAME: Aletta (Alet)
DATE OF BIRTH: 12 September 1950
NATIONALITY: South African citizen (was born in Zimbabwe)
HOME LANGUAGES: Afrikaans, English, German, Dutch
MARITAL STATUS: Divorced
PRESENT OCCUPATION: Director of *Alet Kruger Multilingual Translation Services (PTY) Ltd*, Project Manager and professional freelance translator

2. ACADEMIC QUALIFICATIONS

DEGREE: Bachelor of Arts (Afrikaans, English, German), Univ of Pretoria, 1971
DEGREE: Bachelor of Arts Honours (Afrikaans), University of Pretoria, 1974
DEGREE: Bachelor of Arts Honours (English), University of Pretoria, 1980
DEGREE: MA (Translation Studies) *cum laude*, University of South Africa, 1990
DISSERTATION: "Die vertaling van idiosinkratiese vorme van spraak in narratiewe fiksie, met spesiale verwysing na *Fiela se kind*". (The translation of idiosyncratic forms of speech in narrative fiction, with special reference to the Afrikaans novel, *Fiela's child*.)
DEGREE: DLitt et Phil Linguistics (Translation Studies), Univ of South Africa, 2000
THESIS: "Lexical cohesion and register variation in translation: *The Merchant of Venice* in Afrikaans"
"This is an excellent, even an outstanding dissertation, one of the best I have ever read. Its main qualities are the sheer lucidity and economy of the exposition and the consistency of the methodology ... its object of study ... exact and taxing research questions ... the solutions. The presentation is very good, the discussion of literary, historical, linguistic and computational aspects clear and crisp ... and makes a valuable and highly original contribution to our present state of knowledge." – Prof Theo Hermans, Professor of Dutch and Comparative Literature of the University College of London (United Kingdom).

3. GENERAL PROFILE

Alet Kruger is an internationally acclaimed academic in the discipline of Translation Studies. She was employed as lecturer, senior lecturer and professor in Translation Studies in the Department of Linguistics at the University of South Africa from 1982 until 31 December 2007 where she trained approximately 600 translators at postgraduate level for 26 years. She is still acting as external examiner of M and D theses for various universities in South Africa and abroad. It has been said by her peers that "perhaps more so than anybody else" she has made an enormous and invaluable contribution towards the development and elevation of the status of Translation Studies as an academic discipline not only at the University of South Africa (UNISA) but at other universities in South Africa as well. The local and international conferences, seminars and workshops that she organized and launched over the years involved academics on the one hand, and practicing translators on the other.

Director: Dr Alet Kruger

BA (UP), BA Hons (Afr) UP, BA Hons (Eng) UP, MA Linguistics: Translation Studies (UNISA), DLitt et Phil Linguistics: Translation Studies (UNISA)

She is a rated South African National Research Foundation (NRF) researcher in this discipline and has been on the review boards of many national and international journals in Linguistics and Translation Studies for nearly 30 years. She is also a translation consultant for the Southern African Bible Society regarding the new Afrikaans translation envisaged for 2015. As such, she may be regarded as a subject specialist regarding language-related activities. She has served on the Executive of the South African Translators' Institute (SATI) from 1987 to 2005 and has successfully bridged the gap between being an academic and a practicing freelance translator and editor who has more than 30 years of experience.

As co-owner of Multilingua Translation/Interpretation Services cc from its inception in 1998 and as Office Manager from January 2008 until its dissolution at the end of February 2013 (i.e. 6 years), Alet Kruger is an experienced Project Manager of multilingual translation projects in excess of 100 000 words.

3.1 ACCREDITATION /Certificates of Acknowledgement

- 3.1 Accredited English/Afrikaans translator with **South African Translators' Institute** since 1992
- 3.2 Certified Localisation Professional Level 1 (Engineering, Management, Linguistics) **Institute of Localisation Professionals** (Ireland) 2009
- 3.3 Certificate of Inclusion in: **International Who's Who in Translation and Terminology** 2009 (Praetorius UK, International Where & How UK, Infoterm in Vienna)
- 3.4 Certificate for Excellent Service (1987-2005) awarded by the **South African Translators' Institute** 2005
- 3.5 Certificate of Acknowledgement by the **ESKIA Institute** for Contributing to the Development of the *Afrikan Affirmations* Radio Series 2012

4. SOME PUBLICATIONS AND TRANSLATIONS BY ALET KRUGER

- 1997 The translator as agent of reconciliation: translating an eye-witness report in a historical text. In Simms, K. (ed.) *Translating Sensitive Texts: Linguistic Aspects*. Amsterdam: Rodopi, 77-85. ISBN 90-420-0270-0.
- 1998 Shakespeare translations in South Africa: A history. In Beylard-Ozeroff, A.; Králová, J. & Moser-Mercer, B. *Translators' Strategies and Creativity*. Amsterdam: John Benjamins, 107-115. ISBN 90-272-163-4.
- 2000 Afrikaans literature in translation: The case of André P. Brink. *Oxford Guide to Translated Literature in English*. London: Oxford University Press, 136-138. ISBN 0-19-818359-3.
- 2004 The role of discourse markers in an Afrikaans stage translation of *The Merchant of Venice*. *SA Journal of Literary Studies* 20(3/4): 302-334.
- 2002 Corpus-based translation research: its development and implications for general, literary and Bible translation. *Acta Theologica*, Supplement: *Contemporary Translation Studies and Bible Translation*, 70-106. ISBN 0-86886-661-X.
- 2007 *Gids tot die Kusgebiede van Suid-Afrika*. An Afrikaans translation of *The Coastal Guide of South Africa*. Johannesburg: Jacana Media. ISBN 978-1-77009-215-0.
- 2008 *Die Wildtuinigids*. An Afrikaans translation of *Kruger: Find it*. Johannesburg: Jacana Media. ISBN 978-1-77009-618-9.
- 2009 *Ontdek ons Provinsies*. An Afrikaans translation of a set of 9 books on *Explore our Provinces*. Johannesburg: Jacana Media. ISBN 978-1-77009-685-1.
- 2010 Translating public information text on health issues into languages of limited diffusion in South Africa. In Valdeón, Roberto A. (ed.) *Translating Information*. Universidad de Oviedo: Ediuno, 151-168. ISBN 978-84-8317815-7.
- 2011 *Corpus-based Translation Studies: Research and Applications*. Edited by Alet Kruger, Kim Wallmach & Jeremy Munday; 308 pages. The Continuum International Publishing Group, UK. ISBN 978 14 411581.
- 2012 Translation, self-translation and apartheid-imposed conflict. In "Translation and the Genealogy of Conflict". Special issue of the international *Journal of Language and Politics* 11(2):273-292, by Pérez-González, Luis (ed.) ISSN 1569-2159 /E-ISSN 1569-9862 © John Benjamins.
- 2013 Presently commissioned to translate *The BUSHVELD including the Kruger Lowveld – A South African Field Guide* by Lee Gutteridge for 30° South Publishers; 720 pp.

5. PROJECT MANAGEMENT: Some simultaneous/consecutive interpreting assignments

Some events and dates	Languages	Days
The tender to provide simultaneous interpreting services at the Gauteng Legislature was awarded to Multilingua Translation/ Interpretation Services cc from June 1998 till 1 October 2000. Then the contract was awarded to our other agency, Sizanani Language Services cc from December 2000 until December 2006.	English to Afrikaans, Sepedi and Zulu and vice versa English to Afrikaans, Sepedi and Zulu and vice versa	3 years 6 years
PANSALB Board Meetings (1999 – 2006, 2008) PANSALB Lexicography Subcommittee Workshops: 1999, 2000 and 2001 PANSALB Minority Languages Conferences: 2001, 2002, 2003 & 2005 PANSALB Multilingualism Conference 29 Feb 2008 PANSALB Multilingualism Awards Ceremonies: 2007, 2008, 2009, 2010	All official languages; SASL All official languages; SASL All official languages; SASL All official languages; SASL All official languages; SASL	8 years 8 days
Disciplinary hearings for Univ of Pretoria , Labour Relations, consecutive interpreting (since 2002)	All official languages	Feb 2013
Dept of Agriculture and Land Affairs 4 th World Rural Women’s Congress, ICC Durban 21-26 April 2007 (48 interpreters provided) All CLARA conferences: Durban, East London, Polokwane in 2008	All official languages, SASL, French, Portuguese All official languages, SASL	6 days 20 days
Joburg Metropolitan Municipality : All Council meetings (since June 2005)	English - Afrikaans, Zulu, Sotho & vice versa	Feb 2013
SA National Botanical Gardens (SANBI) : Consecutive interpreting at various Botanical Gardens all over the country (since 2002)	English - Afrikaans, Venda, Sepedi Zulu, Xhosa, Sotho, Tswana, Swati & vice versa	To date
Tshwane Metropolitan Municipality : All Town planning & Council meetings (contracts: 2003-2005; 2005-2009)	English - Afrikaans, Sepedi & vice versa	2003 - 2009
Nexus Forensics : All disciplinary hearings since 2006	Various official languages	To date

5.1 Some references

Simultaneous interpreting at local/international conferences: Romaine Veeran, Congress Rentals (011) 216-9640 Cell 083 2503 297

SA Reserve Bank: Committee of Central Bank Governors in SADC meetings. Anita van der Veer
Tel: 012 313 4041.

University of Pretoria, Dept of Labour Relations, Pricilla Appana Tel (012) 420-2140.

Nexus Forensics, Advv Werner & André Bruwer or Hanlie Strydom Tel (012) 664-5568.

SANBI (SA National Botanical Institute): Consecutive interpreting regarding pension and provident funds at various botanical gardens across the country. Eva Neuwirth, Tel: 082 745 5416.

SAPS Language Services, Disciplinary hearings, Captain Brenda Bokaba (012) 393-2131 or Cell 083 5335 676

[Contacts of more references available upon request.]

6. PROJECT MANAGEMENT of multilingual translation assignments/ OWN published translations in Afrikaans

SAMPLE OF TRANSLATION WORK DONE; TYPE/ TITLE OF DOCUMENT	LANGUAGES	NO OF WORDS/ PAGES
<p>BILLS AND ACTS</p> <p>Dept of Finance & Economic Affairs: <i>Direct Charges Bill and Memo</i> <i>Tender Board Amendment Bill and Memo</i></p> <p>Gauteng Provincial Treasury <i>Adjustment Appropriation Bill 2010 - 2013</i> <i>Unauthorised Expenditure Bill and Memo</i></p> <p>National Treasury: <i>Appropriation Bill 2006, 2007, 2008</i></p> <p>Gauteng Legislature: <i>Amendment to Legislature Services Bill 2004</i></p> <p>Dept of Justice & Constitutional Development <i>Child Justice Bill 2009</i></p>	<p>Afrikaans, Zulu, Sepedi</p> <p>Afrikaans, Tswana, Xhosa</p> <p>Afrikaans, Zulu, Sepedi</p> <p>Tswana</p>	<p>718 +967 x 3 144 + 393 x 3 580 + 1008 x 3 approx 15 000 x 3 languages</p> <p>9470 x 3</p> <p>1749 x 3</p> <p>11,500 words</p>
<p>Beatrix Mine (Goldfields) Translation of <i>Safety Standards and Stoping Standards</i></p>	<p>Xhosa, Sesotho, Tsonga</p>	<p>Approx 8 000 x 3 languages</p>
<p>Cadburys SA/Kraftfoods: Labels (since 2000) Cadburys Swaziland: Portuguese (chemical processes)</p>	<p>French & Portuguese Portuguese – English</p>	<p>Feb 2013 40 000 words</p>
<p>Child Cancer Foundation (CHOC) Translation of bereavement materials/ games</p>	<p>Afrikaans, Zulu, Xhosa, Sesotho, Sepedi, Tsonga</p>	<p>Sponsored some translations</p>
<p>Kumba Iron Ore, Sishen: Work Instructions</p>	<p>English to Afrikaans</p>	<p>170, 000 words</p>
<p>Validation of user interface text strings and user guides for cell phones (since 2003) Nokia, Motorola, Sony Ericsson via Lionbridge; Samsung</p>	<p>Afrikaans, Xhosa, Zulu, Sesotho and Swahili</p>	<p>Approx 400 000 words x 5 languages Feb 2013</p>
<p><i>National Development Plan 2030</i> for NDP, Presidency: Translation and separate editing (in 2011 PLUS Updated version in 2012)</p>	<p>From English to 10 other official languages: two teams of 10 translators + 10 editors</p>	<p>Approx 25 000 words x 10 languages</p>
<p>FNB Smart Product House /Smart Solutions: contracts & documents FNB “Core Banking Solutions”</p>	<p>Translation from English to 10 other official languages</p>	<p>Feb 2013</p>
<p>Invela Financial Corporation Various contracts & financial documents</p>	<p>Translation from English to 10 other official languages</p>	<p>20 000 words</p>
<p>International Partnership for Microbicides: Translations, back translations + authentications (from 2009 – 2010)</p>	<p>Various languages</p>	<p>Approx 20 000 words</p>
<p>For Jacana Media (from 2000), various children’s/youth books (e.g. <i>Cool Nguni</i> series) Desmond Tutu: <i>God’s Dream</i> (2009) Gerard Sekote: <i>Billy & Shorty</i> (2013) Best loved tales from Africa (2013 – 2014)</p>	<p>From English onto selected or into 10 other official languages</p>	<p>To date</p>
<p>Medical Research Council; Human Sciences Research Council; Univ of Pretoria; NorthWest Translations (USA); Univ of Queensland (NZ): Translation of medical questionnaires, Patient Information and Consent Forms (since 2003)</p>	<p>All official languages PLUS back translations into English PLUS authentications</p>	<p>To date</p>

PANSALB 2004 Annual report, Auditor's report and financial statements	Translation from English to 10 other official languages	18 500 words x 10 languages
Es'kia Institute: <i>Afrikan Affirmations</i> for Radio Series I (80 sets), II (60 sets) & III (95 sets) 2012	Translation from English to 10 other official languages and separate editing of each translation	Approx 940 000 words
SANLAM: Various legal and insurance documents Life Offices' Association (policies) HOLLARD (policies & contracts) ALTRISK	Afrikaans, Xhosa, Zulu, Sepedi, Tswana (and vice versa) All official languages Afrikaans	50 pages Feb 2013 To date To date
SA Revenue Services (SARS) Legal & policy documents (since 2006)	Translation from English to 10 other official languages	Feb 2013
SA National Botanical Institute (SANBI) Pension Fund brochures & other documents	Translation from English to 10 other official languages	Feb 2013 approx 110,000 words
Soul City & Soul Buddyz Club: Translation/reformulation of booklets/ brochures on health + social issues (from 2000) directly for Soul City or via Jacana Media Radio scripts for Soul Buddyz Series 3 (Bobby Heaney Productions) Also presented a workshop on editing/ proofreading to staff and researchers	Translation from English to 10 other official languages	Feb 2013 Approx 200 000 words x 10 languages
Jacana Media , Johannesburg, 2007. <i>The Coastal Guide of South Africa</i> . 2007. ISBN 978-1-77009-248-8	<i>Gids tot die Kusgebiede van Suid-Afrika</i> . ISBN 978-1-77009-215-0	Afrikaans translation 20 000 words
Jacana Media , Johannesburg, 2008. <i>Kruger: Find it</i> ISBN 978-1-77009-563-2 Plus all map books	<i>Die Wildtuinigids</i> 2008 ISBN 978-1-77009-618-9	Afrikaans approx 16 000 words Portuguese & French
Jacana Media , Johannesburg <i>Explore our Provinces</i> 2009 ISBN 978-1-77009-268-6	<i>Ontdek ons Provinsies</i> 2009 ISBN 978-1-77009-268-6	Afrikaans translations 99 000 words
UCT: Statistics Glossary (2010) UCT: Economics Glossary (2010)	Translation from English to 10 other official languages	83 000 words 339 000 words
EuropeAid Contract /128326/D/SER/ZA for Dept of Cooperative Governance & Traditional Affairs with WYG International Ltd (UK): <i>Expanding and Strengthening Community Participation in Local Government Program:</i> Translation, editing & proofreading	Translation from English to 10 other official languages and separate editing & proofreading of each translation; 6 translators and 6 editors per language	Approx 415 000 words; 60 translators involved from 4 January – 11 June 2010
Oxford University Press Social Sciences Learner Book & Teacher Guide (Grades 4, 5, 6, 7, 8 and 9)	Translations into Afrikaans (Project Management + own translations)	Approx 45 000 words x 12 books
Western Province Provincial Parliament: all sittings 2010, 2011, 2012	Translations from Afrikaans into English by 6 translators simultaneously	500 000 words

6.1 Some references

Arysta Life Science SA (veterinary pharmaceutical translations), Dr Rose Peter 011 883-1389

Rose.Peter@arystalifescience.com

Es'kia Institute, Greschen Postman 011 803-1383 Cell 082 7726 456 greschen@eskia.org.za

International Partnership for Microbicides, Cynthia Woodsong 021 860 2355 cwoodsong@ipmglobal.org.za

Jacana Media: Jenny Prangley Senior Editor Cell: 082 9288 806 jenny@jacana.co.za

National Treasury, Anita Viljoen Tel: 012 315 4874 Anita.Viljoen@treasury.gov.za

Northwest Translations, USA (medical trial translations) Marcela Serra marcella@nwtranslations.com

Oxford University Press: Lize Venter-Horn Tel: 021 596 2300 Lize.Venter@oup.com

Presidency: National Planning Commission, Bea Drost 012 308 1825 Cell 0825516980 bea@po.gov.za

SA Revenue Services, Legal & Policy: Adele Collins Tel: (012) 422 5140 acollins@sars.gov.za

SANBI Eva Neuwirth, Tel: (021) 799-8753 neuwirth@sanbi.org

Soul City/Soul Buddyz: Jenny Button Senior Marketing Executive Tel 011 341 0360; Cell 082 9063 932

jenny@soulcity.org.za

UCT projects: Statistics & Economics glossaries, Prof Mbulu Madiba Mbulungeni.Madiba@uct.ac.za

Western Cape Provincial Parliament, Tshepiso Nage Tel 021 487 1600 Cell 0832812877 tnage@wcpp.gov.za

WYG International Ltd: Dr Charles Reeve Cell: 082 858 8605 Charles.Reeve@wyg.com

[Contacts of more references available upon request.]

7. Quality control

Alet Kruger has access to a pool of well-qualified, experienced translators/interpreters who have been doing professional translation/interpreting in their languages for many years.

The following criteria are applied when subcontracting freelance simultaneous interpreters, translators and editors:

- over 30 years old
- excellent proficiency in the mother tongue; preferably grew up in this particular linguistic community
- good English proficiency across a broad range of registers
- excellent public speaking skills
- tertiary education in mother-tongue
- post-graduate training in languages and/or translation studies
- legal/financial qualifications for legal/financial translation
- familiar with word processing, spreadsheet programs, TM programs such as Wordfast, Trados
- post-graduate training in interpreting is highly recommended
- at least 50 hours of simultaneous legislature interpreting experience
- at least 10 days of conference interpreting experience
- accreditation with the SA Translators' Institute or AICC or similar international association is a recommendation

As experienced professional translator and Project Manager, Alet Kruger knows how important quality control is of all sub-contracted translation, interpreting and editing assignments.

- Each document is meticulously checked against the original for possible omissions and any queries are solved before any document is submitted to a client.
- In the African languages, a second independent translator in a particular language is at times contracted to check and proofread the work done by the first translator. With medical translations, the English back-translation that is required by a second independent translator, gives opportunity for feedback and discussion between the two translators; in-house authentication is done by Alet Kruger to solve all discrepancies and queries
- Many clients send off the translations in the African languages to an in-house person for checking. This person is usually not a linguist or translator. The subcontracted translators are then given the opportunity to accept or reject suggestions from such outside, independent checkers. This process is very useful in the case of the African languages which are not yet completely standardized and where dialectal differences are at stake.

- For every job, a detailed translation brief, specifying age, class, educational level and geographical region of the readership, is supplied to each freelancer.
- When possible, subcontractors attend a workshop with the client where they have the opportunity to discuss e.g. aspects of the client's ethos, the brief, readership, accessibility and acceptability of terminology and translation strategies.
- Over the years Alet Kruger has supervised and managed the compilation of multilingual term lists and glossaries with definitions in various subjects (health, veterinary science, pharmacology, mining, environmental impact studies, statistics, economics, natural history, social sciences, geology, history, municipal governance) which are made available to freelance translators working on a particular topic. Where time permits, terms from the English source text(s) are extracted and translated before a project commences so as to ensure consistency of terminology in a particular domain/project.
- For a big project where more than two translators are involved, one of the translators in the African languages is usually appointed as chief editor to check the translations for consistency of terminology and style.

8. Vision

To offer efficient and effective multilanguage translation and interpretation services to clients across southern Africa, the continent and elsewhere in the world. My extensive network of well qualified and experienced translators, interpreters and linguists strives to provide professional services which are unsurpassed, culturally appropriate, accurate and fast – from start to finish.

9. Mission

To bridge language barriers, enhance communication and make knowledge accessible, useful and understandable.

10. On a personal note: My motto

“If it's ONLY good enough, why bother?”

I have earned my good reputation in the industry with the proverbial blood, sweat, and tears!

I am therefore always willing to go the extra mile for each client and strive to add value to my services – whether the assignment is big or small, in one or 10 languages. The single most important issue for me is a satisfied client who will return to me for my services in future.