



## Reaching Across the Globe, the Human Way

Headquartered in New York State, **Human Touch Translations** provides professional language services **in over 200 languages** to government agencies, multinational companies, small businesses, educational institutions and non-profit organizations across the United States. **Our mission** is to achieve excellence in providing translation services of the highest quality and always on time.

Human Touch Translations is a federally certified **Small Business, Woman-Owned Business Enterprise** certified by the Women's Business Enterprise National Council (WBENC), New York City and New York State and is a member of the American Translators Association (ATA). Human Touch Translations is also certified to **ISO 9001:2015** quality management standards and, accordingly, has adopted a formally documented quality management system to foster continuous quality improvement.

## Why Choose Us?

Expertise	Personalized Service	One-Stop Solution	Timeliness, Accuracy and Reliability	Confidentiality
<ul style="list-style-type: none"> <li>• Our global network of professional linguists has extensive experience in a multitude of industries; every project is completed by a subject matter expert;</li> <li>• All of our linguists are native speakers of the target language and have first-hand experience with the culture of the target audience;</li> </ul>	<ul style="list-style-type: none"> <li>• Each project is handled by a dedicated experienced project manager who communicates with the client throughout the project lifecycle;</li> <li>• The project manager dedicated to the project liaises with the translation team, quality assurance personnel and graphic designers, ensuring smooth and timely project execution and delivery;</li> </ul>	<ul style="list-style-type: none"> <li>• We provide end-to-end language services, with features such as multilingual desktop publishing, Section 508 compliance, concept and content research for foreign market suitability, website translation services, video and audio transcription, internationalization and more;</li> </ul>	<ul style="list-style-type: none"> <li>• We guarantee on-time delivery of all translated materials regardless of project size, dependable in-person, over the phone and video remote interpreting services and accurate translations that convey the meaning of the original text and the message of the speaker in a culturally appropriate manner;</li> </ul>	<ul style="list-style-type: none"> <li>• The confidentiality of all materials is guaranteed both through non-disclosure agreements signed by all individuals working on your projects and via our highly secure information technology infrastructure.</li> </ul>

## Industry Solutions

We have extensive experience providing language services in a wide array of industries, including Business and Finance, Legal, Life Sciences and Healthcare, Education, Government, Marketing and Advertising. Some of our clients are:

- NYC Department of Health and Mental Hygiene, NYC Department of Citywide Administrative Services, Manhattan District Attorney's Office, NYC Campaign Finance Board
- New York State Office of Temporary and Disability Assistance
- Federal agencies, such as the US Department of Justice, the US Department of Defense, the US Department of Veterans' Affairs, the FDIC and the US Department of Commerce, US Consumer Financial Protection Bureau
- Educational institutions, some of the largest school districts in the country, as well as the New York State Education Department
- Law firms, marketing and advertising agencies and Fortune 500 companies

## Company Profile

- **Address:** 1129 Northern Blvd., Suite 404 Manhasset, NY 11030
- **Primary Contact:** Alida Schefers  
E: [aschefers@humantouchtranslations.com](mailto:aschefers@humantouchtranslations.com)
- P: 301-836-3231
- **Secondary Contact:** Erika Nagy  
E: [enagy@humantouchtranslations.com](mailto:enagy@humantouchtranslations.com)  
P: 646-385-4972 x1000
- **Fax:** 888-679-7082
- **Website:** [www.humantouchtranslations.com](http://www.humantouchtranslations.com)
- **GSA Contact No.:** 47QRAA18D001K
- **NACIS Code:** 541930 – Translation and Interpreting Services 561410 - Document Preparation Services