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Hi Burcu,

Thanks for your email and congratulations on the new position! They couldn't pick a better person to be in <sup>1</sup> \_\_\_\_\_ their sales team in Ankara. It'll be hard to be <sup>2</sup> \_\_\_\_\_ all those different people at first but I'm sure you'll manage.

With regard to your request for a good translator, I do know someone based in London. Most of her work tends to <sup>3</sup> \_\_\_\_\_ translating technical documents, and I think she might <sup>4</sup> \_\_\_\_\_ English-German translations.

However, she's also fluent in Turkish, so I'm sure she could <sup>5</sup> \_\_\_\_\_ your type of sales literature.

Let me know if you'd like me to contact her. I'm sure you'd find her easy to <sup>6</sup> \_\_\_\_\_.

Best

Gerald