

CURRICULUM VITAE

Burmese Translator/ Interpreter Content Writer/Admin

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Career Highlights

- Years of experience as Translator and interpreter, previous projects offered from China, Italy, US, Kenya and Ukraine. Interpret in private school, for company staffs, meetings, teaching class and translate in Marketing, office documents, for facebook posts, Christian books, tracts, segmenting tasks, documents, etc.,
- Interpreted telephone calls from various others business fields.
- Christian/Theological Translations
- Current Freelance Translator for Christian books to public.

EDUCATION BACKGROUND

Basic Education High School, Paletwa Tsp 2D-History & Geography	March 2007
Union Biblical Seminary, Yangon Bachelor of Theology	June 2010 - Feb 2014
Chil Chil Global University, India Master of Divinity	Aug 2015 - May 2018

COURSES AND TRAINING

IGo Christian College, Chiang Mai, Thailand Certificate in Missiology, Leadership	February - March 2015
International Leadership Institute (ILI) Regional Level Leadership Course	August 2018

EMPLOYMENT HISTORY

Freelance Translation

2020-present

- Translation on books, tracks
- Review/proofreading the translation
- Subtitling the audio/video clips

Wired Media Myanmar Company Limited,

Aug 2019- Jan 2020

Joint company of Thailand and Myanmar with over 60 staffs

Role: Translator and Page Admin and Part-Time Interpreter

Responsibilities:

- Write a content or translate a content which must be interest, precise, smooth for the readers.
- Interprets for Burmese staffs and for Thailand staffs.
- Interprets and reads out some documents for the staffs.
- Translates documents for office of the government; Immigrations, DICA, UMFCCI, MoHS etc.,
- Interprets and translates government releases notification/announcement/ statement/ order for the company.
- Admin role: Given some information in which the customer had once inquired on the product and send them sample.
- Admin role: Instant reply or response customer's comment or inbox by a given time limit.
- Admin role: Prepare payment voucher.
- Share the design or market or the product advantages with interest.
- Share product suitability, infectiveness, the usages with direction given.
- Polite talking to every customer is a must.
- Time management.

Homeland Language Services

2019

24/7 Over-The-Phone Interpreting Services, USA

Role: Interpreter on OVER-THE-PHONE

Responsibilities:

- Work at night shift as US standard working hours.
- Provides Interpreting services for Over-The-Phone Interpreting services, based on US.
- Follow the Protocol rules of interpretation for communicating to clients.
- Facilitate effective communication for the parties that do not speak on target languages.
- Instant reply or pick up a call from clients on any queries.
- Interpret in relationships with patients/families, staff and physicians, schools, marketing, social etc.,
- Maintain a professional presence with clients and speak clearly.

Global Digital Content Company Limited,
Joint company of Vietnam and Burma with over 15 staffs

2018-19

Role: Interpreter/Translator and Content Writer

Responsibilities:

- Interprets for Myanmar staffs (HR) and for Manager from Vietnam.
- Helps Interpret for a manger the project to import from Vietnam to Myanmar, meeting with some companies.
- Interpret for Vietnam staffs in Visa Issue, documents.
- Writes a content into Burmese and translate into English for proofreading from Vietnam.
- Translates contents with limited words, with limited hours.
- Writes SMS for MYTEL, MPT; tips for football, English premier league, Fortune, Health, Asia News, Entertainment, Beauty, Weight Loss, Currency Exchange etc.,
- Upload content, report workload on receipt time without delay.
- Direct report of confidential documents to Director.
- Punctuality is required on Pushing SMS, Subscription and Unsubscription SMS.

Private School, Training School

2016-18

Role: Interpreter

Responsibilities:

- Reports to Interpretive Programs to School Manager
- Maintains confidentiality of a variety of matters in which interpretation is provided, and other confidential or sensitive information
- Works assigned schedule, exhibits regular and predictable attendance and works overtime as required and approved to meet workload demands
- Interprets for foreign speakers (Preachers) to Myanmar audience.
- Lead the church/school activities

Freelancer on Translation/Interpretation

2015-

Responsibilities:

- Carrier started as interpreter/translator by freelancer.
- Translates documentaries, Christian books, tracts and segmenting task.
- Target English to Burmese.
- Interpret at school activities for friends/ for purchasing in markets.
- Translates with well phrased sentenced structure in the study on Hebrew and Greek.
- Associate with foreign teachers and help interpretation as volunteer.

Skills:

- Excellence on Microsoft Office (Word, Excel, PPT)

- Internet, E-Mail.
- interpretation
- Translate English into Burmese.
- Editing, Proofreading, review.
- Collaboration, strong work ethic, critical thinking.
- ability to work and communicate effectively and productively with diverse people (staff, visitors, constituents of all kinds)

Books Translated and Released:

- **A Revelation of the Cross** by Nancy Eskijian (85 pages)
- The Westminster Shorter Catechism by C. I. Williamson (350 pages)
- Transform Your Ministry by **Dag Heward-Mills** (100 pages est.)
- Church Planting by **Dag Heward-Mills** (100 pages est.)
- The Art of Following by **Dag Heward-Mills** (130 pages est.)
- Those who Leave You by **Dag Heward-Mills** (80 pages est.)
- Those who are Proud by **Dag Heward-Mills** (120 pages est.)
- Transgressions Will Take Man to Hell (Journal) (35 pages)
- Make Disciples (Journal) (54 pages)
- Covenant of the Torch by **Dr. Abraham Park** (276 pages)
- A Place Called Bravely by Kate Berkey and Kristy Mikel (120 pages)
- Other materials.....