

VO MINH TRI

HONESTY- INTEGRITY- RESPONSIBILITY

FREELANCE TRANSLATOR

CONTACT

- 04 - 10 - 1993
- Male
- (+84) 971 533 900
- mtri.nguyen9339@gmail.com
- Bienhoa city, Vietnam
- Nationality: Vietnamese

SKILLS

- English



- Vietnamese



- MS Office



- SDL Trados



- Adobe Illustrator



INTERESTS

- Listen to music
- Traveling
- Reading books
- Watching films

OBJECTIVE

A committed and reliable translator with a Bachelor's Degree in English Translating and Interpreting. I have been working in Translating field for about 3 years with experience in translating documents from English to Vietnamese and vice versa.

I look forward to seeking opportunities to work with professional translation companies. I believe I can utilize my capabilities and experience to contribute positively to my personal growth as well as the growth of the company.

WORK EXPERIENCE

TRANSLATOR, INTERPRETER Aug 2017 - Present

VIETBUILD CONSTRUCTION INTERNATIONAL EXHIBITION (VIETBUILD GROUP)

- Translate documents, product descriptions, and training materials
- Translate directories and documents of foreign companies
- Business interpreter at Exhibitions
- Drafting advertising content, Article Introduction for the exhibition
- Drafting economic contracts
- Solving remaining problems after exhibition relating to paperwork
- Other tasks as requested by the Board of Directors.

FREELANCE TRANSLATOR Nov 2018 - Present

- Translate brochures and documents
- Write and send newsletters to potential business customers
- Translate subtitles and descriptions.

OTHER WORK EXPERIENCE

May 2020 - Present

- Translate health knowledge materials for Blog pages
- Teaching Assistant at Houston123 English Center, Binh Duong city
- Design pano, advertising poster for Facebook Page.

EDUCATION

EASTERN INTERNATIONAL UNIVERSITY (EIU) 2016

- *Bachelor Degree in English Translating and Interpreting*
- *General Informatics Certificate*
- *Professional Career Development Training*
- *JLPT Certificate (Level N5)*