**RESUME**

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**NYI NYI TUN**

Address : 37, B, Aungmingalar Street, Mingalardon township, Yangon

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Email : akanyinyitun@gmail.com

**Personal Data**

 Date of Birth : 29 August 1985

 Nationality : Myanmar

 Marital Status : Married

 Sex : Male

 Religion : Christian

 **Education :** B.Sc (Geology), Monywa University, Myanmar

**Certifications/Awards**

(1) Certificate in geotechnical investigation (Suntac Technologies)

(2) Certificate in advanced surveying and survey Instruments application

(3) Certificate in completing the interchange 3rd edition advanced English course

(4) Certificate in auto cad (mechanical, construction, 2D, 3D)

**(5) Certificate in Building Construction Supervisor Safety**

**(6) Certificate in Site Investigation Supervisor**

**Employment History**

**Job Title (1) : Assistant Geological officer**

**Duration : June 2006 to February 2008**

**Organization : Department of Science and Technology of Government,**

 **Myanmar**

**Job Description & Responsibilities:**

**- Geological drilling, mapping and exploration**

**- Examining and naming rocks carried out from bore holes**

**- Taking rock samples for laboratory test**

**- Reporting to Operation Manager regarding recorded data collection and daily**

 **work activities**

**- Exploration in the area to get geological map**

**- Carried out necessary drawing using Auto cad software**

**- working with teams and planning the job schedule as per instruction from Manager**

**Job Title (2) : Site Supervisor (Geologist)**

**Duration : January 2010 to April 2011**

**Employer : Geols Pte Ltd (Singapore)**

**Job Description &Responsibilities:**

**-Supervising the Drilling site for soil investigation works**

**-Reporting to Project Manager regarding daily activities and data collection**

**-Checking, naming the soil and core rock samples**

**-Daking SPT (standard penetration test), vane shear test, pressure meter test,**

 **Permeability test, packer test, cone penetration test.**

**-Drawing the map of the location of bore hole by using Autocad**

**Job Title (3) : English translator and Manager**

**Duration : October 2011 to April 2013**

**Employer : Ex myanmar Co.,Ltd (Myanmar)**

**Job Description &Responsibilities:**

**-Translating Myanmar to English, English to Myanmar in general, legal, real estates, life science, website articles.**

**-leading and discussing with the group regarding business daily activities**

**-Collecting the data and information for business**

**Job Title (4) : Site Supervisor (Geologist)**

**Duration : May 2013 to June 2017**

**Employer : Geomotion Pte Ltd(Singapore)**

**Job Description &Responsibilities:**

**-Supervising the Drilling site for soil investigation works**

**-Report to Operation Manager regarding daily working activities and data collection**

**-Carry out safety practices with operators and workers**

**-Ensure the drilling rig and equipments are in good condition**

**-Enquiry and ordering necessary material lists for project sites**

**-Checking, naming the soil and core rock samples**

**-Taking SPT (standard penetration test), vane shear test, pressure meter test,**

 **permeability test, packer test, cone penetration test.**

**-Installing water standpipe, piezometer, inclinometer**

**-Drawing the map of the location of bore hole**

**-Writing core box and drawing the picture of core samples**

**-Reviewed the contract documents and liaised with project contractors such as PUB,**

 **LTA, HDB, etc**

**Job Title (5) : Freelance English to Burmese translator**

**Duration : August 2017 to present day**

**\*\*\*English to Burmese translation experiences:\*\*\***

* Translated around 100 movies, 20 series for subtitling and dubbing.
* Edited, reviewed, proofread around 50 movies, 15 series for subtitling and dubbing.
* Translated in many fields such as business (code of conduct, privacy policy, HR, marketing), Application software (such as Grab Taxi, LGSmartThinQ app and any other applications) and Christian religion.
* Have experience in online website translation such as Hiventy, imediatrans.
* Currently working as a freelance translator.