

Paolor FAIDANGBRIAYAO's Curriculum Vitae

PERSONAL CONTACT INFORMATION

Unit 02, Phousanh Village,
Phonehong District,
Vientiane Province, Lao PDR

Tel: Not Applicable
Mobile: 856305147639
Email: hlubkojxbwoshnub@gmail.com

DOB: June 5th, 1985
Nationality: Lao
Skype: williampaolor

PERSONAL PROFILE SUMMARY

Paolor is a multi-skilled, reliable, experienced, talented & energetic linguistic and practitioner with strong abilities and knowledge on various skills and understandings of a range of translating, interpreting, editing, proofreading, evaluating, transcription, typing, teaching methodology, training & assessment, occupational health & safety, copper-gold processing, mining, reagents, Lao laws & politics, behavior & psychological managing strategies, professional management & administration policy and guidelines needed to make a positive impact on the progress of an organization's vision and goals. He is a quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulated & fully aware of diversity & ethnic, national and international multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

Would like to supply freelance services for a successful and ambitious organization that offers great opportunities for career development and progression.

AREAS OF EXPERTISE

Paolor is best in Healthcare, Medical, Mining, Industrial Processing, Hydro Power, Laws (General), Documentation (Engagement, Marriage and Divorce), Environment (General), Procedures (General), Government Decrees, Meeting Minutes, Government Messages (Message of Condolences, Message of Greetings, Message of Congratulations, Message of Sympathy, and etc.), Advertising & Public Relations, Building & Construction, Business / Trade / Commerce (General), Computers (General), Education / Pedagogy, Government / Politics, IT (General), Manufacturing, Marketing / Market Research, Psychology, Religion, Sports / Recreation / Fitness, Telecommunications, Transportation / Shipping, Travel & Tourism, School, Organization, Immigration, Interviews, Community Development, Community Relations, Land Concession, Refugee, Automobile, Social Services, Humanity, Human Rights, Children Rights, Auto Mobile, and etc.

SKILLS & COMPETENCIES

SDL Trados 2017, MemoQ (including offline and Web Trans version), Wordfast Pro.03, Wordfast Pro.05, XTM (online), Wordbee (online), Smartling (online), and SmartCat (online)

LANGUAGE PAIRS

SOURCE LANGUAGE	TARGET LANGUAGE	REMARKS
English	Lao	The target language is his mother tongue.
Lao	English	The target language is his second tongue.
English	Hmong	The target language is his mother tongue.
Hmong	English	The target language is his second tongue.

FREELANCE EXPERIENCE

- 2011 to present, freelance services mainly on translating, editing, proofreading & evaluation, transcription, typing, quality assurance (QA), provided for various large companies and organizations such as EQHO, Pactera, Day Translation Inc, 1 Stop Asia, 1 Stop Translation-USA, SDL, Go Transparent, easybrandcheck.com, Phu Bia Mining Ltd, MMG, Nam Ngiep 1 Power, Hongsa Power Company Limited, SH3, LLTS_Lingosystem, Language Line Solutions, ANZ Bank, Bank of China, ILO, School of Philadelphia, Save the Children Australia, Save the Children Norway, EMC, UNDP, Oxfam Solidarity (Belgium) (OSB), Oxfam Australia (OAus), Norwegian Church Aid (NCA), Plan International, Room to Read Laos, Care Laos, ICRC, SNV Netherlands Development Organization (SNV), Village Focus International, World Vision Lao PDR (WVL), WWF, World Education/Consortium in the Lao PDR (WEC), World Concern Lao PDR (World Concern), Talat Sao Mall, Lao Tobacco Company Ltd;
- 2009 to present, interpretation, translation and typing services, served for Savay's Photocopy Shop, Phonethip's Photocopy Shop, Douangmany's Printing Shop, KM 52 Community Poverty Reduction Project;
- 2004 to present, freelance translation, proofreading, typing, and transcription services, provided for TD Translating Services Co Ltd, Vientiane Translation Co Ltd, Doungpathip Translator, T.D.S Co Ltd, and Revolution Translation Asia; and
- 2003 to 2007, providing freelance services as a translator for Savay's Photocopy Shop.

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FULL-TIME WORK EXPERIENCE

EQHO Communications

Senior Translator and Editor (Reviser)

2014 - Present

In responsibilities for not only translating, but also proofreading with comments, editing, monitoring, and quality assurance to ensure the translation is absolutely accurate and covered same meanings as per client's original source languages.

Phu Bia Mining Limited

Process Safety Trainer-Translator

2012 - 2014

Working freelance for Process Safety & Training Section in Process Operation Department by providing training & assessment, training materials development, attendance records, permit to work authorization & isolation system, safety demonstration & promotion, translation and interpretation services.

Lane Xang Minerals Limited

Teacher Translator on Language Skills

2011 – 2012

In duties of teaching & assessment, training & teaching curriculum development, attendance records, translation and interpretation.

Digital Divide Data

English Teacher

2010 – 2011

Responsible for teaching & assessment, training & teaching curriculum development, attendance records, recruitment and investigation.

The Lao Front for National Construction Agency

Professional Internship

2009 – 2009

Providing services of translation, data entry, budget preparation, and meeting arrangement.

ACADEMIC QUALIFICATIONS

Bachelor of Arts in English, GPA: **3.56**, Lao-American College, Saysetha District, Vientiane Capital, Lao PDR 2005 – 2010

Bachelor of Arts in Political Science, GPA: **3.07**, Lao National University, Saysetha District, Vientiane Capital, Lao PDR 2004 – 2009

Upper Secondary School Diploma, Average Grade: **58/8**, Xaysomboun High School, Xaysomboun District, Vientiane Province, Lao PDR 1998 – 2004

REFEREES

Name

Up on request
Up on request
Up on request

Email

Up on request
Up on request
Up on request

Telephone

Up on request
Up on request
Up on request

Occupation

Up on request
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