



CONTACT

Address

Nay Pyi Taw, Myanmar

Phone

+95 9420706591

Email

wutyi.env@gmail.com

EDUCATION

2011

BA (ENGLISH)

Dagon University, Myanmar

2013

POST GRADUATE DIPLOMA IN ENGLISH LANGUAGE TEACHING

Yangon University, Myanmar

2019

MA (DEVELOPMENT POLICY)

KDI School of Public Policy and
Management, South Korea

RELEVANT COURSEWORK

- Linguistics (English)
- Literature (English)
- Translation
- Aspects of Burmese
- Language Studies (English)
- Language Studies (Burmese)

Languages

Burmese - Native

English - Advanced

Wutyi Mon

English - Burmese Translator

PROFILE

Professional Burmese Translator with 7+ years of working experience in translating policy and legal documents, official documents, legislations, reports, training materials and communication materials. Ensure translation accuracy and perform in-depth cultural consideration by using appropriate translation methods and techniques. Provide translation services for both Government Organization and International Organizations (World Bank, UN Environment, UNDP, Pestalozzi Children's Foundation). Commit to provide high quality work within timeframe or with tight timeframe.

EXPERIENCE

2014-2021

Environmental Conservation Department, Myanmar

GOVERNMENT OFFICER (INTERNATIONAL RELATIONS)

- Performed various translation tasks from English to Myanmar (Vice Versa), including policy and legal related documents, Memorandum of understanding, Funding Agreement, Official guidelines, articles, project documents and reports.
- Translated and transcribed work of International Press release, Speech, articles, audio files and presentations.
- Provided linguistic assistance and proofread support to the International partners.
- Researched legal and technical phraseology.
- Translated communication materials such as pamphlets, flyers, booklets and brochures for local community (end-users).
- Collaborated with team and colleague to ensure and maintain technical terms translations.
- Provided voice over(Burmese) for documentary video, awareness raising materials.

KEY ACHIEVEMENTS

Translated

- Over 200,000 words of Environmental related content
- Over 200,000 words of General content
- Over 100,000 words of Policy and legal content
- Over 50,000 words of Educational content

SERVICES

- Translation
- Localization
- Voice over
- Editing
- Proofreading

SPECIALIZED AREAS

- Policy and Legal
- Environment (Climate Change, Natural Resources, etc.)
- Law (General/ Contracts)
- Localization (Website, App, Software)
- Advertising & Public Relations
- Marketing
- Education

SKILLS

- Trados Studio
- Smartcat
- Microsoft Office
- Google Workspace
- Adobe Acrobat