

Huong Nguyen

Vietnamese Freelance Translator

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LANGUAGE PAIR

English – Vietnamese

Vietnamese – English

PROFESSIONAL STRENGTH

- 6 years of experience in translation, editing, proofreading, localization, transcreation, subtitling and freelance writing
- Flexible problem-solving skill
- An expert user of CAT tools (i.e. Trados, MemoQ, Memsource) and adaptable to other online/offline translation platforms
- Proficient in Microsoft Office, Adobe Photoshop, InDesign

EDUCATION BACKGROUND

❖ *University of East Anglia*

MA in Applied Translation Studies

Degree Classification: Distinction

❖ *Hanoi University*

Bachelor's Degree in English Studies (English for Translating/Interpreting Purposes)

Degree Classification: Distinction

❖ *Ochanomizu University*

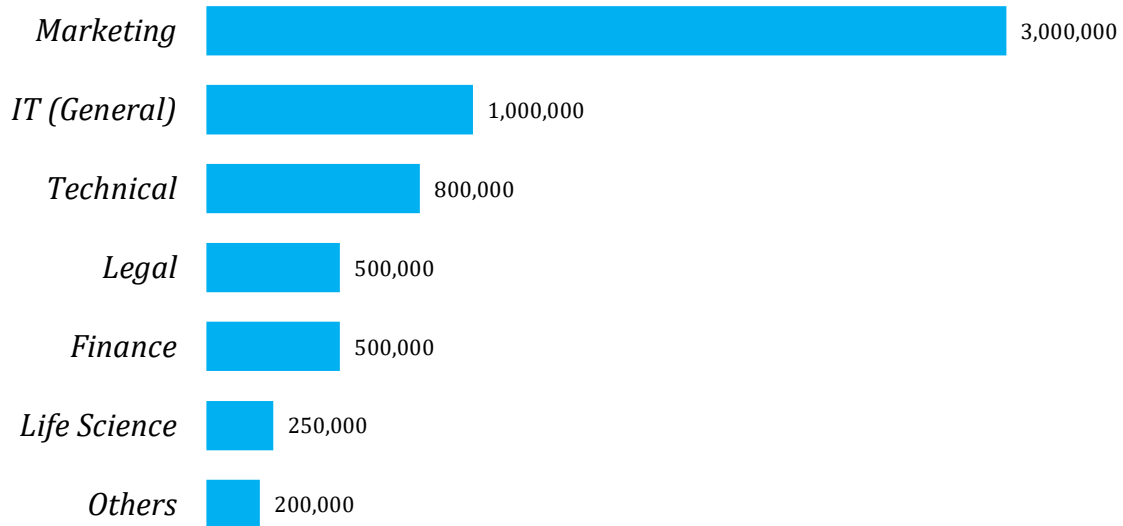
Summer Program in English

- **Theme 1: [Social Science] Contemporary Perspectives on Social Policy, Education, Family and Development**
Grade: A (Basic goals have been fully achieved)
- **Theme 2: [Science] Time and Forms in Nature**
Grade: A (Basic goals have been fully achieved)

WORK EXPERIENCE

❖ *April 2014 – Present: Freelance Translator/Editor/Subtitled*
Collaborations including SDL plc, RWS Moravia, elionetwork Pte Ltd amongst others

- Estimated words translated and reviewed throughout the years:



❖ *June 2015 – March 2017: In-house Translator*

PTI Professional Translation Co., LTD

<http://www.ptitranslation.com.vn>

- Translating documents: Contracts & Agreements, Initiatives, Software & Hardware, Technical Documents, Training Kits, Manuals, Accounting & Finance, Banking, Certificates, etc.
- On-site interpretation
- Other duties as assigned

WORKING METHOD

- Willing to take a small test (~300 words) to show what I am capable of
- Upon translation request, a PO (Project Order) or WO (Work Order) is required.
- Working Time: 9:00 AM to 9:00 PM (GMT +7), weekdays
- Capacity: average 3000 words per day