

Ying Cui

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Experience:

June 2016-Present	Partner of a tight-knit group of localizers	<i>Indie Localizers</i>	N/A
Sep 2015-Present	Foreign Language Transcriptionist	<i>VerbalizeIt</i>	USA
July 2014-Present	Translator/Subtiter (Independent Contractor)	<i>SDI Media</i>	Hong Kong
May 2014-Present	Service Partner	<i>Lionbridge</i>	Ireland
May 2014-Present	Translator (Independent Contractor)	<i>Acclaro Inc.</i>	USA
May 2014-Present	Translator (Independent Contractor)	<i>Lingotek Inc.</i>	USA
April 2014-Present	Senior Translator/ Reviewer	<i>SimpleTranslation</i>	Australia
April 2014-Present	Freelance Translator & Proofreader	<i>TextMaster</i>	Belgium
April 2014-Present	Freelance Editor	<i>Unbabel Inc.</i>	USA
March 2014-Present	Translator (Independent Contractor)	<i>Smartling Inc.</i>	New York, USA
Feb 2014-Present	Freelance Transcriber	<i>CastingWords LLC</i>	USA
Jan 2014-Present	Certified Translator/Proofreader/Reviewer	<i>One Hour Translation</i>	Israel

Other Agency Affiliations:

Live Translation Limited	United Kingdom, Translator	TRAD'ILP	France, Translator
Babelcube Inc.	USA, Translator	Bridgeway Translations	USA, Translator
Dixit	France, Translator	Corporate Translations	USA, Freelance Vendor
gds Sprachenwelt	Germany, Translator	VistaTEC	Ireland, Translator
Tomedes	USA, Translator	Alpha Translations	Canada, Subcontractor
TEXTKING	Germany, Translator	ComTranslations	Spain, Translator/ Proofreader
Lingvus	Czech, Translator	Ad Verbum	Bulgaria, Translator/Proofreader/Reviewer
Translated	Italy, Translator	InterNation	USA, Contractor
Keywords International	Singapore, Translator	Lingosaur (Contatum Ltd.)	Finland, Translator
Qordoba	Dubai, Translator& Editor	Etc.	

Oct 2012–Present **Freelance Translator/Proofreader/Localizer/Transcriber/Subtiter**

Language Pair:

English->Simplified Chinese (native)

Specialization:

Advertising, Manufacturing, Media, Business, Recreation, Fashion, Travel & Tourism, Journalism, Beauty, Immigration, Arts & Culture, Retail & Wholesale, Education, Food & Beverage, Marketing, General, Gaming, Real Estate, Literature, Legal, Patent, Medical, Machinery, Hospitality, etc.

Technical

- Software, Hardware and Website localization
- IT, Networks
- Instructions, Manuals & FAQs

Other Translating/Transcribing/Subtitling/Interpreting Related Experience:

- Ongoing Translation of open course lectures on a voluntary basis at <http://www.myoops.org>
- March 2014 Translation of tea product description (Chinese->English)
- Dec 2012 Translated and localized tea store website content (Chinese->English)
- March 2010 - May 2011 Interpreted everyday and work-related activities for friends and colleagues on occasion

Areas of expertise:

- Translation/Localization of written and oral material
- Proofreading/Editing translated material
- Subtitling film productions, news reports, lectures, talks, etc
- Ensuring transcript conform with format/quality required
- Transcribing, proofreading, formatting and editing audio and video content

Translated Publications:

- London Macabre* by Best-Selling Author Steven Savile
- Laguna The Lonely Mermaid* by Best-Selling Author Dan Alatorre
- The Princess and The Dolphin* by Best-Selling Author Dan Alatorre

Other Qualities:

- Worked, lived and travelled in New Zealand for 15 months and attained general erudition and intimate familiarity with both eastern and western culture and full awareness of diversity & multicultural issues
- Native speaker of Simplified Chinese and fluent in English, both written and spoken, in a wide range of registers
- Mastery of information technology, fine arts and education jargon in both languages
- Good communication and social skills
- Abidance by code of ethics
- Mastery of detail; able to identify key points from mass information, and conversely, extrapolate beyond the boundaries of limited information on hand
- Able to prioritize work and meet deadlines
- Translation Capacity: 2000-3000 words/day
- My LinkedIn Profile: <https://cn.linkedin.com/pub/ying-cui/91/134/642>

Samples of my work: [Click Here](#)

Aug 2011-May 2014

E-commerce Coordinator

Huatian Handmade Cotton Apparel Online Store (Part-time)

- Performed website marketing, order capture and processing and integrated payments
- Conducted website maintenance to keep online shop up-to-date
- Performed excellent post-sales service to maintain high customer satisfaction and follow-up business
- Dealt with customer queries and responded to comments and criticism in a constructive and positive manner
- Adopted consultative sales approach and provided excellent customer service
- Corresponding with overseas clients
- Translating research-related information such as fashion trends
- Cross-cultural adaptation of advertising

March 2010 - May 2011

Overseas Experiences

New Zealand

- Packing & grading kiwifruits, kiwifruit package making, thinning & pruning kiwifruit trees, trimming & wrapping grapevine and grading asparagus
- Awarded *The Best Employee of the Week*
- Backpacked through most parts of New Zealand South Island and many parts of North Island
- Volunteered at Stewart Island for SIRCET conducting plant nursery and pest control

Oct 2008 - Jan 2010

Education Consultant

Natural Light Education Consulting Co., Ltd.

Baoding, China

- Designed and implemented various educational programs
- Conducted research related to education
- Introduced courses and teaching methodology to potential customers to meet their needs
- Complied with standardized sales policies and processes
- Developed positive relationships with customers and colleagues
- Supported direct sales and marketing activities
- Provided customers with necessary consultation on their development and maintained customer satisfaction
- Followed up with potential customers to confirm the appointments and maximize attendance
- Achieved individual new and renewal enrollment targets

June 2006 - June 2007	Assistant Manager	Novelty Stationer	Sanya, Hainan, China
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- Reconciled payments and receipts to various parties on time
- Created simple databases to maintain accurate inventory records
- Performed day-to-day product sales, marketing, and service activities
- Coordinated merchandise replenishment and the flow of merchandise
- Processed and dispatched all inwards and outwards goods
- Conducted store commodity display
- Ability to adjust priorities and effectively multi-task
- Delivered exceptional customer service and developed a loyal customer base

Dec 2002 - May 2006	High School Computer Teacher	Baoding No.2 Vocational High School	Baoding, China
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- Developed curriculum and taught courses including, Windows Administration, MS office, Database Management, Adobe Photoshop, Website Design, Flash, Dreamweaver, Fireworks, etc.
- Provided lab tutorials; Instructed and assisted students in their computer lab sessions
- Graded assignments, tests and exams
- Actively participated in staff meetings and brainstorming sessions
- Performed general office administrative and clerical duties at School Administration Office
- Assisted students with homework and test preparation

Education:

Sep 2002-July 2005	Bachelor Degree in Computer Science and Technology	Hebei University, China
Sep 1999-July 2002	Associate's Degree in Computer Science Education	Baoding Teachers College, China

Degree Thesis: The Development of Online Shopping System

Skills & Qualifications:

- Language: National College English Test BAND 6 (advanced), IELTS 6.5
- Computer Skills: Computational Theory, Operating Systems, Computer Networks. Skilled in use of Windows, Microsoft office (especially Word and Excel), proficient with Adobe Photoshop, Adobe Reader, Dreamweaver, Fireworks, Flash, Frontpage, etc.
- CAT tools: OmegaT, MemoQ, Across, SDL Trados Studio 2014, MemSource
- Transcription Software: Express Scribe
- Subtitle Editor: Aegisub, Jubler
- National Computer Rank Examination Rank 3B (advanced)
- Painting (watercolor& acrylic)

Locate & Travel:

Willingness to relocate anywhere and any amount of travel required to handle the position effectively