

# RESUME

## PERSONAL PARTICULARS

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Skype: lys.nguyen77  
Nationality: Vietnamese  
Daily languages: English and Vietnamese  
Marital Status: Married with 2 kids

## OTHER QUALIFICATON

1999 Bachelor of Arts in English Major - Ho Chi Minh City University of Foreign Languages and Informatics  
2001 Certificate of Professional Accounting of University of Economics  
1998 Certificate of Professional Typist of Thang Long Jobs Training School  
1997 Certificate C of English of Teacher Training's University Language Center  
1995 Certificate of Winword, Excel of Saigon Informatics School

## PRO-TRANSLATION AWARDS

6<sup>th</sup> ProZ.com Translation Contest  
1<sup>st</sup> Annual ProZ.com Translation Contest  
9<sup>th</sup> ProZ.com Translation Contest  
Winner of the contest Translation Word Cup Oracles 2014 powered by www.matecat.com in English-Vietnamese pair  
ProZ profile: <http://www.proz.com/profile/87683>  
Linkedin profile: <https://www.linkedin.com/in/lys-nguyen-aaa890/>  
Traduguide profile: <https://www.traduguide.com/tr/5456.htm>  
Translator Café: <https://www.translatorscafe.com/cafe/member16771.htm>

## PROFESSIONAL EXPERIENCES

**1995 – present** Full-time Freelance Translator for many Vietnamese and oversea Translation Companies and Services.

**2001 – present** Having undertaken consecutive interpretation tasks in the areas of legal, financial, banking, real estate, forex, stock market, business conferences, etc

## LANGUAGES

English and Vietnamese: Mother tongue  
Chinese: Fluent in speaking and writing  
French: Fluent in speaking and writing  
Khmer: Fluent in speaking and writing  
Burmese: Fluent in speaking and writing

## SPECILIZATION

Religion, Banking, Accounting, Marketing, Business/Commercial/Trade, Finance, Economics, Chemical, Informatics, Garment/Fashion, Merchandising, Tourism, Health care, Medical, Pharmaceutical, Life Sciences, Law, Legal, Military, Corporate Communications & Employee Relations (Marketing, Advertising, Public Relations, Human Resources), Education, Entertainment, Travel & Tourism, Correspondence, Surveys/Questionnaires, Certificates, Cross Cultural Analysis, Heavy Industry, Gaming, IT fields, Technical materials, Technology, Transportation, Automotive, Patent and others

## WORKING LANGUAGES & RATES

English <> Vietnamese	US\$0.05 per English word
French <> Vietnamese	US\$0.06 per English word
English <> Khmer	US\$0.08 per English word
English <> Thai	US\$0.11 per English word
English <> Laotian	US\$0.12 per English word
English <> Burmese	US\$0.09 per English word
English <> Tagalog	US\$0.15 per English word
English <> Indonesian	US\$0.12 per English word
English <> Kashmiri	US\$0.06 per English word
English <> Urdu	US\$0.06 per English word
English <> Hmong	US\$0.18 per English word
Chinese <> Vietnamese	US\$0.06 per English word
Chinese <> English	US\$0.09 per English word
Japanese <> Vietnamese	US\$0.09 per English word

## **TYPICAL PROJECTS UNDERTAKEN:**

### **Translation:**

- Global Products and Visual Merchandising (Eng to Viet: 25,770 words on Jan 23)
- US Election Project (Eng to Viet: 80,000 words on 2012 & 2017)
- Deepwater Horizon Oil Spill for GCCF (Eng to Viet: 200,000 words) and updates on monthly basis
- Website for Korea (korea.net) (Eng to Viet: 107,000 words)
- ANZ E-banking project completed on Feb 11 (Eng to Viet: 23,000 words)
- Hago Game (Eng to Viet: 200,000 words) and 30,000 words on monthly basis
- Deustch Bank E-Banking project completed on Sept 09 (Eng to Viet: 80,758 words)
- Patent project completed on Aug 20 (Eng to Viet)
- Pharmaceutical for Hepatitis C (Eng to Viet: 20,700 words and Eng to Khmer: 20,700 words)
- Standards of Conduct (2006 revision) completed on Jan 07 (Eng to Viet: 8,000 words)
- Patient Education Sheet & Medical instrument completed on Feb 07 (Eng to Viet: 135,759 words)
- Pharmaceutical instruction for usage on May 11 (Eng to Viet: 51,680 words)
- EDS Krafts completed on Mar 07 (Eng to Viet: 15,000 words)
- Financial and Auditing Report for Water solution and technology company completed on Oct 07 (30,000 words)
- Schindler Safety document completed on Nov 07 (Eng to Viet: 27103 words)
- Google, Inc translation (100,000 words on monthly basis)
- Samsung mobile completed on Dec 07 (Eng to Viet: 10,287 words)
- Concept proposal for a healthcare project completed on Mar 08 (Eng to Viet: 5000 words)
- Financial model for university hospital completed on June 08 (Eng to Viet: 6876 words)
- Bidding package "Supply, installation of satellite information network technique device systems" completed on Aug 2008 (Viet to Eng: 90,000 words)
- Bidding package "Supply, installation of computers network and building up software for a Province's Polyclinic" completed on Nov 2008 (Viet to Eng: 26,000 words)
- Technical CAD/CAM training books (Eng to Viet: 100,000 words) (plus DTP work)
- Bidding package "Enhancement of ability to use computers and access to public Internet in Vietnam" completed on May 2008 (Viet to Eng: 32,322 words)
- Witness statement completed on May 08 (Eng to Viet: 8,000 words)

(to be updated)

### **Editing:**

Information For Prisoners completed on May 08 (Eng to Viet: 35,000 words)

(to be updated)

### **Transcription:**

Vietnamese into English video: 1000 minutes in 2021

- 7500 minutes in 2022

(to be updated)

### **Interpretation:**

I have done many interpretation tasks in fields: banking, business, stock markets, real estates, forex tradings, etc

## **TYPICAL PROJECTS ONGOING:**

- Bidding package "Supply rolling printer system, installation, training and transfer of technology" (approx. 25,000 words)
- User Guides of Nokia, Samsung, Clinphone yearly projects (20,000 words on monthly basis)
- Google, Inc translation (100,000 words on monthly basis)
- and many more

(to be updated)

## **OTHER SKILLS AND INTERESTS**

- Good computer skills (Microsoft Word, Excel, Access (Basic), network computer, Internet, e-mail, etc) with a typing speed of 80 WPM.
- Organization skill, able to fulfill all secretarial duties and functions.
- Able to work in diverse conditions and carry out significant responsibilities.
- Hard working and make a positive contribution.
- Ability to work independently under pressure with tight deadlines, be responsible and eager for progress.

## **SOFTWARE**

- SDL Trados Freelance 2015, MemoQ, MemSource, Matecat, Smartcat, Idiom WorldServer Desktop Workbench 9.1, Wordfast Professional 2.4.0.1, SDLX Satellite 5.0, Logoport 2, [Alchemy CATALYST](#), Transit 6.0, Dream weaver 6.0, Flexy Trans, Helium 4,
- Other translation supporting applications

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