

# ***CURRICULUM VITAE***

## **PERSONAL INFORMATION**

**First Name:** Wing Sum (Cinthia)

**Last Name:** Mok

**Date of Birth:** 20<sup>th</sup> April, 1986

**Birth Place:** Hong Kong, China

**Nationality:** Chinese

**Status:** Single

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## **EDUCATION**

October 2005- May 2008: Bachelor of Science, Science Faculty, the Chinese University of Hong Kong, where I specialised in human biology.

October 2008- May 2009: Master of Computer-Aided Translation (Chinese-English bi-directional), the Chinese University of Hong Kong.

October 2011- May 2013: Master of Translation (Spanish-Chinese bi-directional), Institute University of Modern Languages and Translation, Faculty of Filology, University Complutense of Madrid

## **LANGUAGE SKILLS**

**Cantonese Chinese:**

Mother tongue.

**Mandarin Chinese:**

Bilingual, high fluency in speaking and writing.

**English:**

High fluency in speaking and writing (secondary and tertiary education completely in English)

**Spanish:**

Very advanced level in speaking and writing.

**French:**

Intermediate level in speaking and writing.

**Japanese:**

Elementary level in speaking and writing.

**German:**

Elementary level in speaking and writing. (I attended German language courses at the university in Hong Kong)

**Arabic:**

Elementary level in speaking and writing.

**Hebrew:**

Elementary level in speaking and writing.

## **IT SKILLS**

Advanced skills in various software packages, including Microsoft Office 2007 and 2010, translation tools (Omega-T, Déjà vu, Bitext2tmx, Olifant, etc.) and a basic knowledge of Pascal.

Daily user of internet and online social networks. User of Android and Apple mobile phone systems.

## **WORKING EXPERIENCE**

August 2013	Interpreter and translator of Rockwell Group Europe in Spain - Interpretation in telephone meetings and translation of architecture-related articles and documents in Chinese-English language pair.
August 2013	Interpreter in Spanish in the HKTDC Food Expo - Interpretation in Spanish, English and Chinese about Mexican food products. Interpretation of conversations in Spanish, English and Chinese, product explanations, treating guests.
August 2012 – Present	Part-time court-interpreter in Spanish and Mandarin Chinese of Adecco Group - Interpretation of conversations between the judge, the lawyers and the Chinese attendants during the hearings. Oral Translation of the Spanish legal documents for the Chinese attendants.
July 2013	Interpreter and translator of Gunni & Trentino - Interpretation in business meetings and visits mainly in Spanish-Chinese language groups. Translation of documents in language pairs of Spanish-Chinese, Spanish-English and Spanish-French occasionally.
March 2013	Translation of the commercial brochure of Listerine's products from Spanish to Chinese.
February 2013	Translation of red-wine labels from Spanish to Chinese.
December 2012 – July 2013	Translation of Spanish and Cantonese Chinese - Marketing-related translation work, business communications in Spanish and Chinese.
December 2012	Translation and revision of subtitles from Cantonese to Spanish
October 2012 – May 2013	Teacher of Mandarin Chinese

	Regular Mandarin Chinese classes for a group of Spanish employees
July 2012	Translation of the <i>Medical Guide for the Immigrants</i> ( <i>Guía sanitaria para inmigrantes</i> in Spanish) published by ASISI (Asociación Solidaria para la Integración Sociolaboral del Inmigrante).
March 2012- July 2012	Interpreter of Spanish and Mandarin Chinese - ASISI (Asociación Solidaria para la Integración Sociolaboral del Inmigrante) Interpretation in Spanish and Mandarin Chinese in the social centres to assist the Chinese immigrants
February 2010	Interviewer regarding the study of new born babies The School of Public Health and Primary Care, Faculty of Medicine, the Chinese University of Hong Kong. Several interviews were performed with the mothers about the vaccination of their babies and it was aimed to evaluate the mothers' general health knowledge.
January 2010	Translation of a questionnaire about immunisation in Hong Kong, School of Public Health and Primary Care, Faculty of Medicine, the Chinese University of Hong Kong - Translation of a public-health-related questionnaire from English to Chinese which was about immunisation in Hong Kong, published by the School of Public Health of the CUHK.
December 2009	VIP Assistant, 2009 East Asian Games, Hong Kong:- Personal assistant to the vice-president of the Taipei Olympics Committees. Work included organising an agenda, regular communications with the organising party and accompanying the guest throughout the whole event.
July 2009:	Interpreter of English and Mandarin Chinese in the International Conference on Journalism. International Federation of Journalists. Interpretation during the International Conference on Journalism in Hong Kong.
May 2009:	Translation of the leaflet of the Medical Insurance, published by the AFS Intercultural Exchange - Translation of a medical insurance leaflet published by AFS from English to Chinese.



## Additional information

Leadership Experience:	<p>The chairperson of the school's Student Christian Fellowship in 2004, in charge of organising and leading assemblies and regular events for the members.</p> <p>The chairperson of the Biology Society of Shaw College, the Chinese University of Hong Kong in 2008, in charge of organising social activities, visits and supervising the function of the whole committee.</p>
Interests:	<p>Choir performances. Participation in many choirs and their regular performances from primary school until university education.</p>
Sports:	<p>Table-tennis. School table-tennis team member from primary school until university education. Participation in various competitions and won several prizes.</p> <p>Half- Marathon. Participation in the Standard Chartered Marathon Hong Kong for a few years.</p>
Summer Courses Aboard:	<p>Music course 2005 organised by MYC in Vienna, Austria</p> <p>French intensive course in the Catholic University of Lyon in July, 2006.</p> <p>Spanish intensive course in Granada University in August, 2007.</p>
Other Courses:	<p>First-aid course by St. John's Ambulance, certified in 2005. Updated in 2008.</p> <p>Saxophone - semi-private classes from 2008 to 2009. Participation in a competition in 2009, won the championship and had a chance to have a public performance.</p> <p>Piano - private classes during the whole of primary school.. Won a prize in the Young Pianist Competition in 1992. Passed grade 5 of the Royal Piano Exam of 1997.</p>