

Hu Phui San (Kaishan)

Contact

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Education/Internship

(Aug 2005 – Aug 2008)

National University of Singapore

Bachelor of Arts,

Communications and New Media

(English, Mandarin)

(Aug 2007 – Dec 2007)

Chinese University of Hong Kong

Student exchange program

(English, Cantonese)

(May 2008 – June 2008)

Rihga Royal Hotel Hiroshima,

Japan

Customer service internship

(Japanese)

Summary

- 17+ years of experience in translation, transcription, subtitling, and interpretation.
- Proficient in Chinese (Simplified/ Traditional), English, Cantonese, Malay, and Japanese (JLPT N2).
- Quality-oriented with strong business ethics.

Working Experiences

Academic

Translation for O-level guidebooks	Malay to English
Translation for lecture notes for basic computing	English to Chinese
Interpretation for the school admission exercise	English to Chinese
Transcription for thought leaders forum and interviews	English

Business

Translation for product brochure	English to Chinese
Translation and Copywriting for Chinese geomancy publication	English to Chinese
Translation and Copywriting for company client handbook	English to Chinese
Transcription for company AGM recording	English
Transcription and Translation for voice recording	English to Chinese
Translation for travel website content	English to Chinese
Translation for label and manuals	English to Chinese

Finance

Translation for investment articles	English to Chinese
Interpretation for financial advisory client meetings	English to Chinese/ Cantonese
Transcription for thought leaders forum and interviews	English
Translation for Non-Fungible Token (NFT) presentation decks	English to Chinese

IT (General/ Software)

Translation for computer course teaching materials	English to Chinese/ Cantonese
Transcription for IT department meeting recording	English

Legal

Transcription for voice recording for legal procedure	English, Mandarin, Cantonese
Translation for draft advice to the bankruptcy administrator	English to Chinese
Onsite Interpretation for Immigration Interview	English to Mandarin (vice versa)

Media

Translation for game content (MMORPG)	English to Chinese (vice versa)
Subtitle editing for animation/ drama/ documentaries	English, Chinese, Japanese
Transcription for YouTube video clips (general content)	Chinese

Others

Simultaneous Interpretation for coaching program	English to Chinese (vice versa)
Transcription for telephone conversation (general topic)	English, Chinese