**Huiyun Zhao**

D.O.B.: Feb 1989

**RESUME**

**Profile**

A motivated and dedicated person, I aspire in achieving for levels of distinction in every opportunity that I have been given, while always relishing in the prospect of a challenge. I endeavor to reinforce my abilities gained through studies and employment, to further develop my potential in areas such as translation, copywriting, all sorts of writing in a proficient and professional manner.

**ACADEMIC QUALIFICATIONS**

Clinical Medicine, Jilin University

--English CET 6

**Experience**

**Inner Mongolia People’s Hospital**;

I used to serve as clinical doctor in the Emergency Rescue Clinics for years, good at diagnosis, rescue and treatment of acute internal diseases.

I’ve served as a resident physician in the inpatient department for years, with sufficient experience in systematic treatment of chronic diseases, medical record writing and prescription drug use.

**Freelance Translator**

English <> Chinese (Simplified or Traditional) translation, editing, proofreading and localization.

Maintain good business relations with a host of big translation service agencies. During this period, I have greatly broadened the domains of translation, further enhanced both quality and speed, and expanded the background knowledge.

**Full-time Translator from 2015 to Present**

Working Area:

* Clinical Study, SAE report, Medical Record, Clinical Research Documentation, Pharmaceuticals, In Vitro Diagnosis, Medical Marketing, Biochemistry, Medical Devices, etc.
* Medical & Healthcare
* Patient Face-to-face Interview (Survey)

**Skills**

* Native level of Chinese, and good at in English translation Editing and Proofreading
* High efficiency to meet deadlines and give quality work
* Proficient at English

**Translation Tool and QA Tool**

Studio; Traodos; Wordfast; MemoQ; Xbench