

Resume - Lee Yen Lin

Personal Details

Nationality : Malaysian
Email address : adellyn92@gmail.com
Gender : Female
Fluent Languages : English, Mandarin and Malay
Dialects : Cantonese, Hokkien
Personal Attributes : Committed and strive for continue excellence, eager to learn, flexible
: A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language.
: A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds.
: Well mannered, articulate & fully aware of diversity & multicultural issues.
: Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

Areas of Expertise

- Translating various business documents,news and articles.
- Expert in translation of English to Chinese or Malay Language and vice versa.
- Proofreading documents
- Interpreting
- Subtitling

Work Experience

- ❖ Commenced career as professional auditor in PricewaterhouseCoopers, a qualified chartered accountant with strong business environment knowledge
- ❖ Working as freelancer translator providing a translation and interpretation service to clients where needed. Involved converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible.
- ❖ Researching Business articles and wording to ensure the correct translation is used.
- ❖ Translation of documents/letters from a Chinese / Malay Language to English & vice versa.
- ❖ Reviewing and proofreading mother-tongue text.
- ❖ Retrieving articles from newspapers, magazines & the internet & translating them into English and vice versa.

Education and Qualification

- Association of Chartered Certified Accountants (ACCA)
- Bachelor of Science in Applied Accounting (Oxford Brookes University, UK)