



Tran Thi Ngoc Tram

ENG-VIE Translator

Professional Translator with over 10 years of experience providing thorough and skillful service.

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208/4 Phan Dang Luu, Ward 3
Phu Nhuan District,
Ho Chi Minh City, Vietnam

EDUCATION

Bachelor of Arts in English language
Ho Chi Minh City Open University
10/2010 - 06/2014

LANGUAGES

Vietnamese

Native

English

Full Professional Proficiency

Korean

Limited Working Proficiency

SKILLS

MS Word

MS Power Point

Adobe Photoshop

Adobe Illustrator

Aegisub; Subtitle Editor

INTERESTS

Reading Psychology books

Reading newspapers

Listening to music

Watching movies, dramas

CERTIFICATE

TOEFL ITP: 563/677

WORK EXPERIENCE

- Translator (Freelance)** 03/2023 - Present
IQVIA Company USA
□ Translate, review and edit life sciences content including clinical trial documents
- Translator / Content Creator (Freelance)** 02/2023 - Present
JELLYFISH Company UK
□ Transcreate and edit product descriptions in fashion field
- Translator (Freelance)** 07/2022 - Present
HANSEM VIETNAM Vietnam
□ Translate files in various fields such as E-commerce, medical, education, marketing, etc
- Translator / QC (Freelance)** 04/2022 - Present
ELITE ASIA Company Singapore
□ Review the other translator's performance, give feedbacks, provide scoring
□ Identify what error, state down and give an overall comment for the scoring
- Subtitle Translator (Freelance)** 09/2022 - 12/2022
PLINT Sweden
□ Translate subtitles for a comedy sitcom series (including 9 seasons)
- Translator (Freelance)** 09/2021 - Present
MIDLOCALIZE COMPANY & TRANSNPACK COMPANY Egypt
□ Work on OneForma platform, engage in the ISAAC project which entails the Human Translation (HT) and the MT post-editing (MTPE) of massive content
□ Content is general news, Twitter messages, strings extracted from news programs, etc
- Translator (Freelance)** 04/2018 - Present
GIEN TECH Company & CENTIFIC Company China
□ Translate files in product name and description for a HT and MTPE project in E-business
- Subtitle Translator (Freelance)** 01/2018 - Present
INJESTAR Company Japan
□ Translate and edit English subtitle for Japanese reality and variety shows into Vietnamese
- Translator / Sales Admin (Full-time)** 10/2015 - 11/2018
PROVESTIA - Karethy.com Vietnam
□ Translate and edit articles about health care, pregnancy, information about cosmetics, herbals, vitamins and supplements, etc
□ Support office tasks (post products on E-commerce websites such as Tiki, Shopee, Lazada; consult customers, process orders, customer care via phone and fanpages like Facebook, Instagram; contact suppliers and purchase products, etc)
□ Translate and write articles about skin care cosmetics, skin care routine, personal care, supplements, etc
- Translator (Freelance)** 11/2015 - 01/2018
WIKIHOW.COM The United States
□ Translate and edit articles instructing how to do everything in daily lives
- Translator / Content Creator (Freelance)** 04/2015 - 02/2016
OPTIMIST - Picnictoy.vn Vietnam
□ Translate and edit articles about how to play with and how to teach kids, articles about benefits of playing and toys for kids
- Translator (Freelance)** 01/2015 - 02/2016
Phu Nu Nguoi Lao Dong Newspaper - nld.vn Vietnam
□ Translate articles about women's health care
- Subtitle Translator (Full-time)** 06/2014 - 03/2015
THAO LE ENTERTAINMENT Company Vietnam
□ Translate and edit subtitle for shows, films broadcasted on Star World, Asian Food Channel, Davinci, Outdoor Channel, etc
- Translator (Freelance)** 01/2011 - 01/2015
THIEN MINH COOPERATION Vietnam
□ Translate and edit documents about skin care, health care, nails care, weight loss, etc