



Paothao Panyeng

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Profile:

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Translatorscafe:

<https://www.translatorscafe.com/cafe/member/375390.htm>

Languages:

- English
- Lao
- Thai
- Hmong (Both White & Green Dialect)

Education & Training:

2009: Graduated Diploma of Business English

2011: Graduated BBA

2015: Completed two years course Business Leadership focus on *Health, Safety, Risk, Environment & Leading Team*

Software:

- Office Suite 2016
- MemoQ 9.5
- SDL Trados 2019-2021
- Wordfast Pro 5
- XTM
- Memsorce
- Wordbee
- Xbench 3.0
- Smartcat
- Aegisub 3.2

JOB EXPERIENCE

Since 2016 to present, the founder of PT Translation Center, provide translation service between English-Lao-Hmong-Thai:

- * Medical, Life Sciences
- * Clinical Labelling & Clinical Trials
- * Medical Devices & Software
- * Health care & Medical
- * General Law
- * Lawsuit
- * Insurance
- * IT & Phone Application
- * Food and Nutrition
- * Hotel
- * Hydropower Dam
- * Banking
- * Social Media Content
- * Marriage Visas
- * Mechanical/Manufacturing
- * Tourism
- * Advertisement & marketing
- * Mining-Mineral
- * Environments, Safety & Risk
- * Weather, Water, Land & Soil
- * Agriculture, Animal & Farming
- * Sport-Game
- * Religion (Bible Translation)
- * Education & text Book
- * Standard, Policy & Procedure
- * US Election, Campaign & Ballots
- * Official documents
- * Auto, Electrical & Chemical
- * Handbooks and owner manual
- * Light/Heavy vehicle manual-brochure

2011-2016 worked with Phu Bia Mining Limited (PanAust Asia), Vientiane, Laos. Undertaken below positions:

- * 2011-2012: Human Resource Officer
- * 2012-2013: Senior Human Resource Officer
- * 2013-2016: Human Resource Supervisor

The main duties are taken care of human resource administration, recruitment, training and translation between English-Hmong-Lao. This is a diverse organization; the company recruits skilled candidates around the world.

2010-2011: Receptionist, worked with Park View Executive Suite, Vientiane, Laos.

Main duties:

- * Check in-Check out
- * Guest service
- * Cashier
- * Internet service

Referees:

Queenie Lin, PM (Master Translation Servicer), Email: queenie@mts.cn

Larisa Gubareva, PM (WGE Language Consultancy) Email: larisa@wgelang.com

Rogar Wu, Snr PM (Asian Trans World) Email: rogar@asiantransworld.com

PERSONAL SUMMARY

I am a linguist, I speak five languages such as English, Hmong White, Hmong Green, Lao and Thai. I have worked as an Interpreter/Translator-Editor since 2009 as a part time job until 2016, and then provide full time service until present.

I am the founder and the owner of **PT Translation Center (ສູນແປພາສາ ພິທີ)**, a translation agency based in the Northern of Laos. My team is hardworking, passion, honest in all jobs we do. We always serve and provide the best quality service to our clients. Top quality and completed on time are the first priority, and that are the goals that we always achieved. Our typing speed is fast! All translators work in the same office, easy to communicate and effectively!

I am a former Human Resources Supervisor with a demonstrated the history of working in the mining & the metals industry.