

HAYOUNG JUNG

Freelance Translator

HAYOUNG JUNG

25, Maetan-ro, Gwonseon-gu, Suwon-si, Gyeonggi-do, Republic of Korea 16550

(+82) 10-8370-4740
hailey.jung1010@gmail.com

PROFESSIONAL SUMMARY

Reliable translator with a strong background in Retail industry, yoga, nursing, public health service. Expertise in CAT Tools and Software.

SKILLS

CAT Tool & Software

SDL Trados 2019 / memoQ / PowerPoint / Excel / Word

CAPACITY

Translation: 3000words per day

Proofreading: 5000words per day

MTPE: 4000words pre day

Certificates

TOEIC 900

Nursing license (Certification No. 355354)

Yoga Instructor license (Certification Date. 2022-01-22)

Meditation Instructor license (Certification Date. 2023-12-22)

WORK HISTORY

Lululemon / Educator

May 2023 - Current

Manage sell through by monitoring inventory counts in line with visual merchandising strategy

Translated product information internally to facilitate understanding of a new product within the team

RLF Studio / Inhouse Translator & Contents Creator

march 2022 - May 2023

Translate diverse social media materials into Korean and create Instagram content designed to go viral.

Easy Yoga / Yoga Instructor

February 2022 - April 2023

Effectively communicate with diverse participants

Write a yoga book for my classes explaining postures and practical tips

Bryant / Freelance Transcriptionist

January 2021 - February 2022

Listen to audio files and transcribe Korean speech following the provided guidelines and conventions

CHEOIN - OFFICE / Chief Administrator

March 2017 - April 2020 | Cheoin-gu, Yongin-si

Establishment of regional Emergency Medical System

Public Hygiene Education for Restaurant and Accommodation Staff

Conduct hygiene education in primary schools and create audiovisual materials

YONGIN - Public Health Center / Chief Administrator

September 2016 - March 2017 | Yongin-si

Take preventive measures against epidemics

Infectious disease prevention education

OUTBACK / Waitress

January 2012 - February 2024

Provided attentive service to guests, taking orders and delivering meals

Maintained a welcoming atmosphere, ensuring guest satisfaction through effective communication and teamwork

EDUCATION

Glab Academy / Translation in Publishing Basic Course

2019.11. - 2019.12, Seoul-si, Korea

AJOU UNIVERSITY / BACHELOR'S DEGREE IN NURSING

2011.3 - 2016.2, Suwon-si, Korea.

COMPLETED / Public health emergency preparedness and response in Korea

Korea Human Resource Development Institute for Health & Wealth

2018.3.12. - 2018.3.16. Cheongju-si, Korea.

COMPLETED / System of Disaster Medical Response

Korea Human Resource Development Institute for Health & Wealth

2018.3.12. - 2018.3.16. Cheongju-si, Korea.