





PERSONAL INFORMATION



HOANG PHUONG THUY

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Sex Female | Date of birth 01/03/1989 | Nationality Vietnamese

JOB APPLIED FOR POSITION

Simultaneous and Consecutive Interpreter; Translator and Reviewer

WORK EXPERIENCE

2015 - now

Full-time Translator, Interpreter and Editor

State-owned Kim Dong Publishing House, Hanoi, Vietnam

- Working in English, Chinese, French and Japanese, spoken and written
- Simultaneous and consecutive at Domestic and International, Online and Offline Conferences as Annual Bologna Bookfair, Frankfurt Bookfair, Beijing Bookfair, Taipei Bookfair

Sector: Publishing, Journalism, Management, Communication, Education

2012 - now

Domestic and International Projects

Various Organizations and Agencies (English-Vietnamese, Chinese – Vietnamese, Japanese - Vietnamese)

- P&G, Dell, Asus, Netflix, Samsung, H&M, Google, Facebook, Huawei, Tencent, iQiyi, Royal Hospital of Melbourne, Daniel Wellington, Fubon insurance, Alibaba, Simworx, UNIGIN, Vietnam Supreme Court, United nations international school, Lazada, Vietnam Airlines...
- Simultaneous Chinese-English interpreting task at Vietnam Wind Energy Summit 2019, Pullman Hanoi (Neo Future)
- Part-time import and export executive at Greenfield Food JSC, Hanoi, mainly in telephone interpreting with partners from Tyson, Cargill, JBS, Leroy, IBP and Organizations in the food industry...
- Part-time secretary at Mondoro Living Hanoi mainly in telephone interpreting with partners from many IT companies in USA and England
- Consecutive interpreting task at Sumitomo Corporation, Thang Long Industrial Park Management Office, Viet Duc Hospital, mainly working in the conferences in English, Japanese and Chinese
- Part-time interpreter at Asian Satellite Corporation in English, Japanese and Chinese
- Part-time interpreter at Foreign Trade University in both English and Chinese
- Chinese-English-Vietnamese Interpreter and Guide in Asia Indoor Games 2009, working with most sight-seeing spots in Hanoi.
- MTV Asia Script writer
- Vnexpress article translator (Japanese, Chinese, English)

Sector Medical, Law, Education, IT, Business and Commerce, AI, Energy, Export and Import, Television and Movies, Arts, Technology

2014 - 2015

Main English lecturer, Translator, Interpreter

Hanoi Vocational College of high technology

- Teaching English and Chinese
- English and Chinese Interpreter and Guide in the 10th ASEAN Vocational Skills Competition 2014
- English and Chinese Interpreter in the World Vocational Skills Competition 2015

Sector Education, Sports, Entertainment, Vocational Skills

2010 - 2013

Chinese teacher and English teaching assistant, Translator, Interpreter

Singapore international school at Ciputra and Van Phuc, Hanoi (Kindergarten and Primary school)

- Teaching Chinese and English
- English and Chinese Interpreter and Guide in the Vietnamese-Chinese Youth Festival, 2010 and 2013

2007 - 2010 **Sector** Education, Community Services, Government and Diplomatic Activities
Internship lecturer, Translator, Interpreter
 University of Languages and International Studies, Vietnam National University, Hanoi
 Foreign Trade University, Hanoi, Vietnam

- Teaching Chinese

Sector Education

EDUCATION AND TRAINING

2010 - 2012 **Master of Linguistics**
 School of Graduate Studies, Vietnam National University, Hanoi, Vietnam

2007 - 2012 **Bachelor of English in Translation and Interpretation, Full-time Program**
 Faculty of English, University of Languages and International Studies, Vietnam National University, Hanoi.

- Degree of Distinction

2006 - 2010 **Bachelor of Chinese teaching and education, Honours Program**
 Faculty of Chinese Language and Culture, University of Languages and International Studies, Vietnam National University, Hanoi

- Degree of Distinction

2017 **Certificate for Professional Editor**
 Ministry of Information and Communication, Vietnam

2015 **Certificate for Specialized Teacher**
 Dudley College, England

2014 **Certificate of teaching for vocational purposes**
 Hanoi University of Industry, Vietnam

2013 **Certificate of Professional teaching**
 Hanoi National University of Education, Vietnam

PERSONAL SKILLS

Mother tongue Vietnamese

Other languages	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
IELTS 8.5 Overall at British Council; TOEIC 990/990 at IIG Vietnam					
Chinese	C2	C2	C2	C2	C2
HSK 6/6 at National University of Vietnam, TOP 7/7 at National University of Vietnam					
Japanese	C1	C2	C1	B2	C1
N2 at Hanoi University					

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
 Common European Framework of Reference for Languages

Communication skills Good communication skills gained through my experience as a teacher and interpreter

- Organisational/managerial skills** Organisational/managerial and time management skills acquired as a course administrator, teacher and assistant
- Job-related skills**
 - Good command of quality control processes
 - Able to work independently and work in team, being used to working under pressure
 - Close connection with the Vietnamese press
- Computer skills** Strong computer skills with Microsoft Office (PowerPoint, Word, Excel), Internet, projector, SLD Trados Studio, MemoQ...
- Other skills**
 - Copywriting and content creating, especially in terms of feminism and childcare
 - Cross cultural exposure and understanding
 - Playing violin, water colour painting, book writing
- Driving licence** Replace with driving licence category/-ies. Example:
 - B2

ADDITIONAL INFORMATION

- Publications** Books Published
 - Yoga for kids – Kim Dong Publishing House
 - Talk to the Nature Series – Kim Dong Publishing House (04 books)
 - Fairy tale: The legend of Cuội in the Moon – Kim Dong Publishing House
 - Fairy tale: The princess who looks far away – Kim Dong Publishing House
 - Fairy tale: The origin of the monkey – Kim Dong Publishing House
 - On the Vietnamese Moon Festival – Kim Dong Publishing House
 - Mizuiku, giọt nước biết nói – Kim Dong Publishing House (03 books)
 - Translated and edited over 500 titles of published books (Source: English, Japanese, Chinese, French etc.)
- Honours and awards**
 - The special accomplishment prize of Prime Minister for Vietnamese most excellent student in 2002
 - Runner-up of international Letter-Writing Competition of the Universal Postal Union (UPU), 2002, national round.
 - The third place in competition of Hanoi excellent student (subject of literature) in 2002
 - The second place in competition of national excellent student (subject of literature) in 2002
 - The second place in Planting and Flower Arranging competition for excellent secondary student of Hanoi, 2002.
 - Delegate of the 9th Conference (2016) of Vietnamese Young Writers by Vietnam Writer Association, one of the 8 most outstanding writers, translators and interpreters.

Gaming related Experience

No	Project	Type of task	Unit	Amount (word)
1	LOL: Wild Rift	Reviewing (EN-VI)	Word	30,000
2	PlaynGo	Translation (EN-VI)	Word	Around 10,000/month
4	PUBG Mobile	Reviewing (EN-VI)	Word	Around 20,000/month
5	GunboundM	Translation (EN-VI)	Word	98,000
6	My time in Portia	Translation (CHI-VI)	Word	5,500
7	Booming Games	Translation (EN-VI)	Word	Around 5,000/month
8	Oculus	Reviewing (EN-VI)	Word	Around 3,000/month
9	Valorant	Translation (EN-VI)	Word	Around 3,000/month
10	APEX Legends	Translation (EN-VI)	Word	Around 5,000/month
11	Oxenfree	Translation (EN-VI)	Word	Around 15,000