

Ruixue (Zoe) CHEN

CATTI Level II Certified Chinese<->English Interpreter

Email: interpreterchen26@gmail.com

Mobile: +86 15922954120



*....Professionalism, effectiveness, ingeniousness, unpretentiousness are the key words to qualify
Zoe...*



EDUCATION

Bachelor's Degree of Economics

Chongqing Technology and Business University

MTI (Master of Translation and Interpretation) of English from Sichuan
International Studies University (SISU)

WORK EXPERIENCE

Interpreting

Official Events

Graduation Ceremony of Sino-Canadian Joint Computer Networking Program at
Chongqing College of Electronic Engineering

Opening Ceremony of Chongqing Industry Polytechnic College HUAWEI ICT
Program

Police Department interrogation proceedings

Project meeting between Municipal Commerce Commission and IAEA Nuclear
Security Division

2019 International Symposium on Dazu Studies and the 20th Anniversary
Celebration of Dazu Rock Carvings Inscribed into the World Heritage List

Position Paper meeting between European Chamber China and Chongqing
Municipal Commission of Commerce

Chongqing Global Travel Agents Conference 2019

Chongqing International Cultural Expo

China-New Zealand Tourist Year series events-film production industry

Asia-Pacific Retailers Convention & Exhibition
China (Guiyang) International Alcoholic Beverages Expo (Welcome Banquet CI, exhibition tour CI, CI for Indian ambassador to China and Mayor of Guiyang, CI for vineyard business interactions, etc.)
China International Import Expo
Senior Officials Meeting of China-ASEAN Expo
Asia 300 Business Forum
Shanghai Cooperation Organization Heads of State Meeting
Silk Road (Dunhuang) International Cultural Expo
China International Logistics Expo and the Summit for Hub Construction of the South Passage
Seminar for Future Development and Application of Artificial Intelligence
AMTS Forum
Belt & Road Foreign Investment Week in Chongqing
Financial Supervisory Bureau
SCE Newsroom
District Government Business Attraction Conference
District Government Business Attraction Banquet
EU-funded Mitigation Project of International Red Cross in Chongqing Wulong

Business Events

China Merchants Bank Corporate Finance solutions event-Varroc
Technical, production progress inspection meetings for military vehicles
Commercial/technical meeting of Dia Analysis on adopting AI-based technology on medical devices (integration, regulation registration, clinical application (echocardiography for cardiology, OBE-GYN), license authorization; ongoing and regular basis)
Launching of HUAWEI and CQIPC ICT program for Pakistani management talents
Public health seminar on common epidemic diseases
Abbott APAC Strategic Thinking Workshop
Series virtual wind farm project meetings
Halal certification series virtual meeting
Corporate internal virtual seminars
EUCCC press release of Business Confidence Survey 2021
Diageo Global Engagement sessions
Korber Pharma at 2020 (Autumn) China International Pharmaceutical Machinery Exposition (CIPM)
EUCCC Business Position Paper press conference and meeting with Municipal Commission of Commerce
EUCCC Press Release of Business Confidence Survey 2020
Porche PEAP program collaboration with vocational school
Online consumer interviews for COVID-19 pandemic
Collaboration meetings between SIA and CAERI

Presentation to AT&S of chemical vendors
Business negotiations at Yantai Wine Expo
Agile seminars at Chongqing Rural Commercial Bank
Business cooperation meetings for 3D printing
Automobile production line technical meetings
BMW passenger experience world market survey
Winery business promotions
Seminar for import and export collaborations
China Food and Drinks Fair
New Zealand Week in China of WABA
HP packaging vendor cooperation

Energy

Business meetings, technical meetings, action meetings of AGPP project (regular span over two years) (including project documentation maintenance and management, plant inspections/maintenance, process management)
Bidding process of PETROBRAS
Commercial, technical, legal meetings of wind farm project in Kazakhstan (project management/coordination, process management)

Aviation

Type rating course for Airbus Helicopters, Bell Helicopters, Agusta Westland Helicopters etc. (Mechanics, Avionics and Pilot training) (since 2016~present)

Architecture

Architectural design and construction technical meetings
(Private residence design and construction, translation in correspondence and drawings)
(Cultural center design and construction meetings, translation of correspondence, presentations, drawings etc.)
Full-time project/design assistant at an architecture firm (2014.03 – 2015.08)
(Interpreting and translation of documentations and presentations of museum project, restoration scheme, hotel project, city planning project, environment reports etc.)

Translation

Architecture

HKS Inc Website localization
Architecture/ urban planning drawings, presentations documents, environment impact assessment, engineering drawings, engineering documents etc.

Aviation

Aviation documents (specifications, manuals, etc.)

Education

School/School District policies
Textbooks
Early Childhood Education Instructions

Energy

Oil and Gas, wind power

E-Commerce/Fashion/Design/Industry Localizations

Websites/e-commerce platforms localizations for global leading
fashion/consumer/industry/manufacturing brands

Marketing materials

Alexander Wang

Versace

Balmain

Vilebrequin

Diageo

Withings

H&H Group

Sterimed

Agena Bio

ICT

AWS Localization (ongoing and regular)
Satellite/radio communication device project (1 month)
Avionics (helicopters, fix-wings)
Cypto Localization (OANDA)

Legal

Insurance policies
NDAs
Commercial agreements/contract
Procurement agreements/contracts
Administrative policies
Leases
Property management agreement/policies
ESG reports
DE&I Statements

Public Health/General Medical

CDC website localization
Public Health policies and documentations
Corporate documentations in response to COVID-19

NHS Patient Instructions
DHCS-Screening tool for Medi-cal Mental Health Services
Women's Care documentation packet (depression screening, Notice of Privacy Practices, Cancer Risk assessment etc.)
Denver Advanced Behavioral Health documentation package (administrative, medical, legal etc.)
Sterimed
Agena Bio
UPMC publications/documents
General medical records (admission, discharge, tests etc.)

Subtitling

Subtitle/script translation and/or editing/proofreading (Hundreds of hours of TV series, reality shows, Discovery documentaries, archaeological documentaries, press releases, news programs, tutorials, workout videos etc.)

CCTV documentaries

Curiosity Stream documentaries

SBS shows

Amazon Prime

AWS sessions (of AWS platforms/services/user cases etc.)

AWS re:Invent

Netflix

Disney+

Whil. Concepts

EA Global Town Hall

Hospitality/Tourism

Tourist city brochures
Marketing materials of major hotel brands

More

Automobile (luxury EVs etc.)
Education
Railroad transportation projects (technical)
Military doctrinal documents
Satellite technology

Dubbing (robots)

English Teacher (2015.08 to 2016.08 at New Oriental)

Interview and course specific language training, adult English teaching

Project/Design Assistant (2014.03 to 2015.08)

Project related documents translation, such as drawings, regulations, reports, design guides, contracts etc.

Coordination between CQ and Cambridge offices-document exchange, project liaison, online and face-to-face meetings, and meetings notes

Field trips

Presentations to clients

Project management

Internal language training

Prep, interpret, record and follow up on Board Meetings

Prep and interpret for the launching of CH&W Cambridge office

Business activities such as EUCCC and other consulate events and activities

Host and interpreter of CH&W Charismatic China-UK Cultural Exchange Ceremony & Architecture and Art Event

Interpreter for follow up seminars of CH&W Charismatic China-UK Cultural Exchange Ceremony & Architecture and Art Event

SKILLS & TRAININGS

- TRADOS/ MemoQ/Memsource
- Microsoft Office
- InDesign
- CATTI-English Interpreting (level II)
- TKT Band4
- Subtitle Edit, Aegisub
- WITTA Seminar on Medical Translation and Teaching 2022
- GMP Audit Training
- Trainings on SAP Documentations/fundamentals
- Medical Conference Interpreting Course
- Understanding the Brain: The Neurobiology of Everyday Life