

Jun Kim

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DEMONSTRATED ABILITIES & CRITICAL SKILLS

- Native in Korean & English, conversational German
- Adept communication skills from traveling 20+ countries
- Self-driven, punctual and responsible with any given task or job
- Compassionate towards people with language barriers
- Strong and healthy, with a positive mindset under pressure

EMPLOYMENT HISTORY

Feb. 2018 - Present

Intersphere Inc. (Seoul, Korea)

Freelance Translator (Korean to English)

- Document translation in various fields including finance, IT and medicine
- Translation of employee training presentations for global players
- Translation of financial information and investment background information for shareholders
- Translation of press release documents and for major steel company, SOP for small and medium medical organizations, flight entertainment information for major airline
- Delivery of urgent documents in a tight time frame

Sep. 2017

YouTube Creator Summit 2017 (South Wharf, VIC, Australia)

Simultaneous Interpreter

- Use of BOSCH equipment in booth to provide EN<>KO interpretation
- Crisis management & led first-time junior interpreter to maximize potential
- Constant tone switch with regard to original dialogue from business strategy, IT jargon and casual conversation
- Communication with technical team and other interpreters to cultivate a comfortable working environment

Apr. 2017 – Present

Freelance English Tutor

English Conversation Teacher

- Teaching English to Korean students in Melbourne CBD area
- Actively advertising online and finding students through word-of-mouth
- Creating class material and ensuring adequate space for classes
- Teaching students of different ages from teens to forties

Nov. 2015

Korea Used Machinery Exhibition (Seoul, Korea)

Interpreter(KO<>EN)

- Interpretation between foreign buyers and local sellers in event hosted by Korea Trade Promotion Corporation
- Communicated condition and price of machinery to buyer, serving as the middle

- person for successful negotiations between two parties
- Provided warm hospitality to non-Korean speakers during breaks

Nov. 2015 –
Jan. 2017

University Lecture Series Project

Translator (KO>EN)

- Translation of lecture series(<http://www.kmooc.kr/>) on arts, history and philosophy in order to share local lectures with global public
- Constant communication with lecturers to deliver desired outcome

June. 2015–
Aug. 2015

Small & Medium Business Corporation Project (Seoul, Korea)

Translator (KO>EN)

- Translation of product specifications of various products to support small and medium business export
- Constant communication with clients for continuous feedback to reach desired outcome

Feb. 2013 –
Aug. 2013

Google Korea (Seoul, Korea)

Data Curator/Contract-based Employee

- Acted as integral team member to curate data for Knowledge Graph
- Researching and translating data to Korean to match information of google.com with kr.google.com
- Continuously communicated with engineers on improving information input algorithms

Jun. 2011 –
Sep. 2011

HSBC, Equity Sales (Seoul, Korea)

Sales Support/Interpreter

- Created an adequate environment for local traders on the trading floor and assisted foreign investors in company visits as an interpreter
- Translated live news of Korean stock market to foreign investors during market open hours
- Acquiring market data at every market close to write up daily and weekly reports

EDUCATION

2011

University of Pennsylvania, Wharton School. (Philadelphia, USA)

Exchange Student

2007 –
2012

Bachelor of Business Administration, Korea University (Seoul, Korea)

Overall GPA: 3.77/4.5

2004 –2007

Daewon Foreign Language High School (Seoul, Korea)

Department of German Language

1994 – 1997

Mon't Kiara International School (Kuala Lumpur, Malaysia)