

# Rong Zeng

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**Expert Translator for 5 years | English | Chinese | Gengo Pro | 4 Million Words**

## PERSONAL PROFILE

I am a full-time professional translator working in English and Simplified Chinese language pair. My fields of expertise include law, marketing, finance, and business. With a 5-year translation experience, I have **translated and proofread over 4 million words**.

## CLIENT PORTFOLIO



## CAT TOOLS

- SDL Trados 2017
- MemoQ
- Memsources
- Wordfast
- Smartling
- Passolo
- Xbench
- VerifiKa

## EDUCATION & CERTIFICATIONS

- |                    |   |
|--------------------|---|
| <b>2003 – 2007</b> | <b>Beijing Foreign Studies University, a top language university in China</b><br>Bachelor of Law, Bachelor of Arts (English Language)                         |
| <b>2013</b>        | <b>China Accreditation Test for Translators and Interpreters</b><br>Level II Translator – English to Chinese and Chinese to English, <b>pass rate: ≤10%</b> . |
| <b>2013</b>        | <b>China International Communication Group Training Centre</b><br>Two-week training for translation and interpreting  |

## WORK EXPERIENCE

- ✓ **3 years working experience as a freelance translator and proofreader for a crypto currency exchange platform** including its blogs, research papers, market overviews, press releases etc. on a regular basis.
- ✓ **Newsletters and marketing material**, including advertisements, training materials, market insights and websites
- ✓ **Finance content** including ICI factbook for funds, financial system of Pakistan, Fixed income study, Health care plan etc.
- ✓ **Legal content** including contracts, terms and conditions, privacy policies, court materials, Certificate of Incorporation, Articles of Association, Cabinet Decision, Ethics and Compliance rules
- ✓ **IT projects**, such as Software User Manuals, and Help Instructions for Microsoft.
- ✓ **Academic articles, papers, lectures** in Economics, Politics, Science and Defense, and philosophy.
- ✓ **Official documents** of International Agencies such as UNICEF, WTO, WHO, etc.

## WHY CHOOSE ME

- ✓ An excellent communicator with the natural ability to engage and **build lasting relationships** with diverse clients.

- ✓ **An analytical problem solver** with a can-do attitude, calm under pressure and effective in a target driven environment.
- ✓ Dedicated to providing quality which is demonstrated by **a track record of repeat business**.
- ✓ A longstanding **passion for languages**, in my spare time I like to read extensively about different cultures. I'm continuously improving my language abilities through reading and researching.
- ✓ **A strong believer in life-long learning**. In order to urge myself to learn, think and share, I have opened a Wechat Official Account to record and share my stories as a freelance translator and study notes.