

NAWAPAT DUNGKOKGRUAD

64/1 Village No. 3, Rim Nuea, Mae Rim, Chiang Mai, Thailand 50180

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nawapat_hp@hotmail.com

EXPERIENCE

FEBRUARY 2018 – JANUARY 2021

DUBBING SCRIPT TRANSLATOR, CHANNEL 3 THAILAND

- Translated dubbing scripts for television series aired on channel 3 family.
- Translated dubbing scripts for movies aired on channel 3.

DECEMBER 2015 – FEBRUARY 2018

FREELANCE TRANSLATOR

- Translated articles and academic papers from Thai to English and English to Thai.
- Proofread and edited Thai/English contents.

DECEMBER 2014 – NOVEMBER 2015

ADMINISTRATIVE OFFICER, AREE ELECTRIC CO., LTD.

- Performed clerical tasks.
- Assisted with data entry, processing and recording transactions, and preparing reports.
- Coordinated with the mechanics and customers.
- Controlled stock and was responsible for purchasing.
- Performed quality check.

EDUCATION

2010 - 2014

BACHELOR'S DEGREE, COMPUTER SCIENCE, CHIANG MAI UNIVERSITY

SKILLS

- Excellent command of English and Thai
- Excellent writing and analytical skill
- Good typing skill and computer literate