



张思思 ZHANG SISI

ABOUT

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LANGUAGES

English

CATTI Level 2 English Translator

› IELTS : 7.5/9

ASSETS

Down-to-earth dreamer

Result- & detail-oriented

PRINCE 2 Project Management

PRINCE 2 Foundation certificate in Project Management

Communication

Analytical Thinking

INTERESTS

Music, Travelling, Yoga

Food, Movies, Lipsticks



EDUCATION

Master of Science From September 2017 to March 2019

[NEOMA Business School](#) Rouen, France

Program: International Project Development
Strategies of Development Across Countries and Cultures, Project Management Methodologies, Leadership and Talent Management

Bachelor of Arts From September 2005 to July 2009

[Tianjin Foreign Studies University](#) Tianjin, China

Major in English
Linguistics, English Literature, Translation Theories and Practice



WORK EXPERIENCE

Senior Project Officer Since October 2022

[German Social Accident Insurance \(DGUV\)](#) Beijing/Remotely

- Work on the China-EU Occupational Safety and Health (OSH) Statistics project to promote evidence-based policy making.
- Ensure smooth communication between the Chinese implementing partners and the DGUV technical teams to achieve project mandate.
- Secure on-time & within prospects project deliverables.

Assistant to Minister in charge of Financial Affairs Since October 2020

[Embassy of Hungary in Beijing](#) Beijing

- Research and report-writing regarding the Chinese financial system and policies.
- Advise on interactions and communication with Chinese governmental entities.
- Develop & maintain good work-level relationships with relevant parties.
- Interpret at meetings, and write/translate documents.
- Receive delegations, manage events, and perform daily administrative duties.

Marketing Operations Specialist From December 2018 to May 2019

[Starkey Hearing Technologies](#) Beijing

Coordinator of the 2019 Starkey "So the World May Hear" China Mission.

- Pre-mission: Communicating and negotiating with mission partners to enter agreement of the 2019 mission; making operation plans for the three phases of the mission, on budget, logistics, personnel, materials, and ad-hoc.
- In-mission: Supervising the execution of Phase I of the mission.

Project Manager From September 2016 to July 2017

[China Intercontinental Communication Center](#) Beijing

Managing the "Overseas Media Project", aiming to provide quality documentaries of the Chinese culture and the Chinese people to video media broadcast platforms outside China.

- Reaching out and developing cooperations with selected media under this project.
- Managing the selection, translation and production of documentaries for the project.

International Office Clerk From September 2010 to December 2012

[Beijing University of Posts and Telecommunications](#) Beijing

In charge of outgoing student exchange programs.

- Designing and developing "German Language Training" and "UCSD Credit Exchange" programs with partner institutions and universities for BUPT undergraduate students.
- Holding program talks on campus and providing consulting to students and parents; communicating and coordinating with internal and external interested parties to see through the full implementation of the programs.

Translator From March 2009 to September 2010

[China Intercontinental Communication Center](#) Beijing

Translating National Geographic documentaries and providing necessary assistance during production.



ABOUT ME

Integrity, initiative, result-oriented, strong negotiator, work well under pressure.