

Si I vi a. Dai

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EDUCATIONAL QUALIFICATIONS

- Master of Arts in TESOL (MAT)/
Vermont State Teaching Certificate in English/ESL (Grades K – 12)
School for International Training; Brattleboro, VT, USA
- RSA Diploma in TEFL/TESL
Royal Society of Arts, London, UK
- BA in Japanese Literature & Theater
Sophia University; Tokyo, Japan

LANGUAGE SKILLS

TRANSLATION - Specialty Areas/Fields:

Medical, life sciences, legal, finance, IT, technology, tourism, HR, research, contracts, patents, documentaries & movies (subtitling) , Game, Comic/Anime.

- Simplified Chinese (Native)
- Traditional Chinese(Native)
- Japanese(Native)
- English(Native)
- Korean(Fluent)

TRANSCRIPTION & SUBTITLING:

ZhT, ZhS, JP, EN, KO

CAT TOOLS:

Trados, MemoQ, MemoSource

Computer Skills:

Word, Excel, PowerPoint, Outlook, Adobe, InDesign, Photoshop, Subtitle Edit

Key accomplishments:

- Setting up on-demand interpreting services for various language companies
- Managing team of over 300 translators virtually
- Provided cultural and language consulting based on experiences living in various countries
- Successfully helped businesses understand the cultural contexts of their potential
- Provided high quality translations for Chinese Simplified and Traditional, Japanese, Korean and English in various combinations

PROFESSIONAL EXPERIENCE

IT: Palo Alto Networks (Interview, Product introduction), PCI-SIG Devcon Show (Synopsis), Multi-Factor Authentication (MFA), Cyber Badge 3rd Party Security, Siemens product introductions, UPS Management Software Guide, Acronis Cyber Protect Cloud, ZH_CN Google BARD rewrites -- AI language model training (Long term), Amazon Training and Certification (AWS project, ongoing for about 1.5 years), Info Event (Inforum 2022 SunSystems session), ITA Summit (Redhat), UzestA Policy&Process, Out Systems, etc.

Technology: Schneider Electric (long term project, product introductions, manuals, guides, Online Help, Edge Computing, policies, Sustainability at the Edge, Sustainability for the IT Partners, Trust Charter, Code of Conduct, Services Contract, posters, flyers, HR, etc.), 3M product introductions, Micron product introductions, Cibes ASME Standard, etc.

Economics/Finance/Bank: HSBC FX Viewpoint, Chicago Mercantile Exchange Holdings Inc. (CME Group), Money Smart Week (Federal Reserve Bank of Chicago), CFA Program Learning (CFA Institute), Man Investment_QFII License Application, ESG White Paper-IBM Cloud Paks-Lending, Tax/Bank Statement, etc.

Marketing/E-learning: J.R. Simplot Sales Training Courses, Unconscious Bias E-learning translation, L'Oreal Innovation World of Co/Sharing Day, Workplace Violence and Weapons (Dorman), Information Security (Dorman), etc.
Legal/Law: Purchasing/Sales Contracts/Agreements/NDA, Bidding Documents for components, devices, equipment, services, software, engineering (for about 200 clients include Corning, Nidec Sankyo, Honeywell, Basf, Saint Gobain, Mykron, MKS, Advantech, etc.)

Human Resources: Human Rights policy, Equality, Diversity & Inclusion (ED&I), Confidentiality Notice, EthicsPoint_List_of_issues, EthicsPoint_Workbook, L'Oréal HR Wecare., etc.

Automotive: Caterpillar, Automotive_IOT_Sustainability_Harmony_Smart_Factory, etc.

Advertising: Media Ocean, etc.

Healthcare/Medical: Springer Healthcare (Peri-operative Treatment), Health Emergency Preparedness and Response Program (for UN WHO), Thermo Fisher Scientific (Interview), General Safety Policy Reminders (Corning), Vaccination Certificate, etc.

Dentistry: Dental Product Use Directions (for Ultradent), etc.

Energy: The Strategy and Policy Trends of European Energy Development, etc.

Event: 2022 Special Olympics Virtual Global Youth Summit, etc.

Government: FACT Smallholder Action Group: Ways of Working Agreement (UN), etc.

Gaming: Deadly Broadcast, Sherlock Holmes, IARC (International Age Rating Coalition) translation, etc.

Education: Longy School of Music (Overview, Courses/Teachers introductions)

Academic: Pragmatics and Speech Act Theory Analysis, Blue and White Plate with Leaping Carp Pattern and Folded Rim (Tianshun), etc.

Agriculture: J.R. Simplot Sales Training Courses, etc.

Food/Dairy/Press Release: Freshable x Olivia Deli _ Freshable Unplugged_ A Culinary Experience at Olivia Deli, etc.

Sports: Drone Racing League (DRL), Technogym, etc.

Subtitling (10,000+ minutes): REV Videos (Product Instructions, Software/APP Guides/Tutorials, Enterprise Marketing Materials, Interviews, Entertainment etc.), YouTube Videos, etc.

Films/TV: Amazon Prime Videos/Films (e.g. 007 series, 2,000+ minutes), etc.