

Suzan Htet

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Yangon, Myanmar.

Info

Experienced and energetic translator with over six years of experiences and credible writer with managing skills from conception to completion. A loyal employee with intense working ethic. No hesitation to take on new challenges and great pressure. Passionate about transcreation and writing.

Additional Skills

- Time Management Skills
- Translation Tools Skills
- Research Skills
- Critical Thinking
- Interpersonal Skills

Education

2014	Honourable Bachelor of Arts in English Literature & Language Kyaukse University
2016	Master of Arts in EFL Yangon University of Foreign Languages (YUFL)
2017	Completion Cetification in Management of Travel & Tourism Operations Strategy First University
2018	Diploma in Management of Travel & Tourism Operations Strategy First University

Work Experience

2022 - Present Mediaload Myanmar/ TrueID Digital	Senior Script Writer <ul style="list-style-type: none">• To create contents• To write scripts while creating theme• To create contents for Popular Tiktok, YouTube & Facebook• To manage a storytelling channel (TikTok) by self• To record and tell self created stories and content• To support the shooting and audio recording• To complete the tasks by given deadlines
2021 - Present ItSync Digital	Freelance Translator <ul style="list-style-type: none">• To translate international documentaries• To complete the tasks by given deadlines• To go along with the schedule provided by the incharge

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Work Experience

2021 - 2022
MyanLearn

Book Summary Writer

- Read the whole book which is assigned to me with great attention
- Take notes and write down anything which is matter from the book
- Write the summary of around 25 pages with own colour and flow
- Consult with the senior content writer team
- Deliver the final product.

2018 - 2021
Lingual Consultancy
Myanmar

Translator | QC (occasionally)

- Competent at translating from English to Burmese or vice versa
- Complete any assigned task in the timely fashion
- Research about the content and create the database for translation including terminology
- Be supportive to other team members
- Have to manage to work on more than one task at the same time
- Have to get strong at time management skills

2018 - 2020
KOKORIZE Myanmar

Freelance Translator

- To translate International Movies, Series and Documents.
- To go with the schedule.
- To finish assigned work by deadline without excuses

2017 - 2018
Iflix Myanmar

Freelance Translator

- To translate International Movies, Series and Documentaries.
- To finish assigned work by deadline without excuses.

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Work Experience

2017 - 2018
STELLA DEL MATTINO

Freelance Translator/ Editor/ 3rd Evaluator

- To translate Christian Articles and God's gospel movie scripts, crosstalk and articles.
- To translate with scrupulous attention to detail to avoid any misunderstanding because they are religious matter.
- To edit, choose mistake types and write a brief explanation for each correction.
- To evaluate both translator and editor

2016 - 2017
5Network

Junior Translator

- To translate international movies and series - Vietnamese, Chinese, Indian, French, Japanese and Hollywood movies/ series (Subtitling in English)
- To get along with broadcasting timeline.
- To complete without excuses by the deadline.
- To make sure there's no spelling errors and other mistakes.