

Thanavadee Srisawathsak

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WORK EXPERIENCE

Private Sector

Worldtrade Management Services

February 2001-March 2003

PricewaterhouseCoopers Legal & Tax, Bangkok, Thailand

Senior Associate Consultant

Responsibilities:

- Provided legal advises on indirect tax issues with regard to Customs & Excise duties. These advices include general legal guidance, and specific area of indirect tax management, e.g. Treatment of Royalty in Import Value, Classification of specific import goods, etc.
- Main clients are in Food & Beverage, Automotive, and Consumer Product Industries.
- Organised the series of seminar in 2001 related to GATT Valuation System, Tax Privilege for Exporters, Post Review and Post Audit for targeted clients & public audiences.

Public Sector

International Affairs Division,

July 1997-February 2001

Office of the Board of Investment, Bangkok, Thailand

Investment Promotion Officer 5

Responsibilities:

- Committee, and secretary of the working group for seminar arrangement and other related programs in the BOI FAIR 2000, responsible for 200 seminars.
- Monitored, analysed and prepared reports of Foreign Direct Investment Statistic, monthly, quarterly and annually. Reports concentrated on ASEAN, Japan, US, and European investments in Thailand.
- Participated in the Working Group of the ASEAN FDI data collection and reporting under the framework of ASEAN Investment Area, where we success in producing the 1st ASEAN Investment Report in 1999.
- Secretary, the Japanese Team, responsible for several Japanese investors' inquiries.
- Analysed, screened, and presented some projects applied for non-tax incentives in the category of Trade and Investment Support Office.
- Conducted a business status survey of foreign investors in Thailand, including 2,000 existing investment projects from 12 major countries during 1960-1998.
- Prepared reports for meetings and translated several articles from various economic magazines relating to business and economy.
- Provided and supported the investment information to overseas investors.

- Co-ordinated the BOI's overseas investment promotion campaigns.

Non Profit Organization

International Visitors Council, Kansas City, USA

Summer 1996

Intern

Responsibilities:

- Assisted the Executive Director on program arrangement.
- Planned several programs for international visitors.
- Created database files for alumni visitors, home hospitalities and volunteer lists.
- Worked on the IVC's public relations projects. As a result of my creation, IVC was able to publish its 1st quarterly newsletter.
- Attended the board of directors' monthly meeting.

Kasetsart University, Department of Political Sciences, Bangkok, Thailand

May 1994

Teaching Assistant

Responsibilities:

- Assisted the professor in research and course preparation for the subject of "Diplomatic History"
- Graded homework and assignments for undergraduate students.

OTHER EMPLOYMENT

Freelance Translator

May 2003- present

- Translate English-Thai, and Thai-English document on requested basis. Current clients include OHMI Corporation, American Express Co. Ltd., Thailand Environmental Institute, Bangkok University, Reader's Digest Magazine, Gibler & Associated (Mexico), Transperfect Corporation (USA), Mindcom Ltd. (India) as well as other individual clients.
- Member of www.translatorsbase.com, www.linguistfinder.com, www.proz.com
- Volunteer translator for Translators without Borders and other Buddhist Organizations
- Coverage are on issues of business, tax, laws and legislations, investment, cultural events, environment, government policies, music, academic, Buddhism and activities of Non-Profit Organizations.

Freelance Writer/Columnist

February -December 2004

- Wrote articles for Reader's Digest Magazine (Thai version) under the column of "Made In Thailand"
- Wrote articles for Elle Magazine (Thai version) under the column of Elle Opinion and Elle Features on April and May 2004 issues.

KPN Music Academy **May 2003- December 2004**
Piano Instructor
 Responsibilities:

- Instructed beginner, intermediate and upper-intermediate courses.
- Arrange concerts for students quarterly

Chintrakarn Music Institute **August 1999- July 2005**
Piano Instructor
 Responsibilities:

- Instructed beginner, intermediate and upper-intermediate courses.
- Arrange concerts for students quarterly
- Prepare students to take Guildhall Music Institute, UK's examination.

Kaplan Language Institute **2000- 2003**
TOEFL Instructor
 Responsibilities:

- Instructed Reading Courses for TOEFL applicants

Siam Yamaha Music School **1990-1994**
Piano Teacher
 Responsibilities:

- Instructed beginner, intermediate and upper-intermediate courses. Responsible for 20 students. Prepared students for taking examinations, which more than 40% of them obtained 1st class honour.

EDUCATION

Master of Public and International Affairs, University of Pittsburgh **December 1996**
Pittsburgh, Pennsylvania, USA GPA: 3.6
 Concentration and Specialization: International Affairs, International Business/ Corporate Environment
 (courses taken at Katz School of Business, University of Pittsburgh)

Certificate of Advance Studies in Asia, University of Pittsburgh **December 1996**
Pittsburgh, Pennsylvania, USA

Bachelor of Arts (Hons), Kasetsart University, Bangkok, Thailand **March 1994**
 Major: History, Minor: English GPA: 3.9

Certificate of English Study, Aspiring Institute, Christchurch, New Zealand **Summer 1993**

Certificate of English for Communication, University of Cambridge, England **January 1992**

Certificate of introduction to TESOL, ECC, Bangkok, Thailand **July 2003**

Certificate of Italian Language study, University of Carlo Bo, Urbino, Italy **August 2008**

Certificate of Italian Language study, Dante Alighieri Institute, Florence, Italy **October 2004**

HONOR & AWARDS

- Dante Alighieri Scholarship for Italian Language to study in Florence, Italy 2004
- JICA Youth Invitation Program Scholarship by Japanese Government 2000
- Gold Medals for outstanding academic achievement, Kasetsart University 1990-1994
- Outstanding Academic Scholarship, Kasetsart University 1990-1994
- Dean's List of Honor Students, Kasetsart University 1993

TRAINING

- Advance Note-Taking Workshop March 2000
Institute of Foreign Affairs, Ministry of Foreign Affairs
- Access course for Window 95 February 1999
Mahidol University Computer Center
- Kepner Trogoe's Problem Solving and Decision Making January 1999
Board of Investment
- Foreign Relations Workshop, Office of the Prime Minister June 1998

EXTRA CURRICULAR ACTIVITIES & MEMBERSHIPS

- Active Member, Pittsburgh Alumni Association 1996-present
- Active Member, Friendship Youth Alumni Association of Thailand (FYAA) 2000-present
- Guest Lecturer, Bangkok University "FDI situation in Thailand" July 2000
- Editor group, BOI Investment Review, Thai Edition, BOI 1997- 2001
- Member, Asian Studies Club 1995-1996
- Head of Academic Committee, Editor-in-chief of Club's Magazine 1991-1994
Kasetsart University History Club
- Member, Kasetsart University Honorary Club 1990-1994

COMPUTER

- Proficient in Microsoft Word, Excel, Access and Power Point.
- Familiar with DOS, Lotus 1-2-3, SPSS and Internet usage.
- Able to work with both IBM and Macintosh.

LANGUAGES

Thai (Native), English (Fluent), Italian (Intermediate)

REFERENCES

Available upon request