NATTAWAN KOOKID

<http://www.proz.com/translator/1222787>

[nattawan.kookid@hotmail.com](mailto:nattawan.kookid@hotmail.com)

Skype: nattawan\_kookid

**Translation Service**

**Directions** Source-English Target- Thai **Locale**

Bangkok, Thailand

**Area of Expertise**

1. IT & Software

2. Computer hardware

3. Printer

4. Mobile phone

5. Mobile device application

6. Business Management Solution

7. Electronics and IT gadgets

8. E-Commerce & web content

9. Human Resource Management

10. Hotel and Tourism

11. Social Media Platform

**Daily Productivity**

Translation 2,500 word

Linguistic Review 5,000 word

**CAT Tools**

1. Trados Studio 2011

2. Trados 2007

3. Passolo Essential 2011

4. Passolo 2009 (Translator Edition)

5. SDLX 2007

6. Idiom Workbench

7. Alchemy Catalyst

8. Helium 6.15

9. LocStudio 6.1

10. Wordfast Pro

11. Smartling

12. memoQ

**Work stations**

Laptop -Microsoft Windows 7 (Ultimate Version 6.1 Service Pack 1) Desktop -Microsoft Windows XP (Professional 2002 Service Pack 2)

**Rate**

Translation only USD 0.10 per word Linguistic Review USD 0.05 per word TEP USD 0.15 per word

Hourly USD 40.00

Minimum charge USD 30.00

**Translation and Localization Experience**

Freelance Translator 10 Years In-house translator 4 Years Project Coordinator 1 Year

*“4 years as in-house translator/project coordinator and 6 years as freelance translator.*

*Produced more than 5,000,000 words of translation and linguistic review.”*

*10 years ago I started as a linguist and project coordinator for well-known international localization company in Thailand. At the same time I also did freelance job for some translation agencies in Thailand, China, Egypt and United States. During my 1st year at the first company I learned principles of translation in localization business and developed skill for various CAT tools.*

*Most of the translation I did were related to Software, IT, Electronics and HR Management. Then 2 years later I was promoted to take more responsibility as a project coordinator but translation and proofread were still my daily routine. That’s when I was trained to have basic project management skill and sent abroad to attend translation training. In the meantime my freelance career path also grew simultaneously as I received more jobs on variety subjects such as Hotel & Tourism, Mobile phone and Web content.*

*When moved to second company in 2009 I expanded my skill on cost management and resource allocation in large translation projects. Here I had an opportunity to use new CAT tools and to perform LQI process to ensure the best translation quality before handing to clients.*

*Obtaining all the insight experience from those companies, I worked independently as fulltime freelance translator since November 2009. Currently I am a freelance translator for companies around the word and a contractor for continuous HR Application project in USA.*

*As a freelance linguist, apart from offline CAT tools I am also working in various online translation platforms and started to perform application/website testing from 2010. Nowadays I am looking forward to more challenging projects and still invest for new tools and knowledge.*

**Accomplished Projects (well-known products)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project** | **Content** | **Approx. Volume** | **Description** |
| Microsoft Office (UA) | Software | 300,000 | Online help for Microsoft Office products mainly MS Excel, Word, PowerPoint,Access and Sharepoint |
| Microsoft Office (UI) | Software | 300,000 | User interface for Microsoft Office products mainly MS Excel, Word, PowerPoint,Access and Sharepoint |
| Nokia, Samsung, BlackBerry | Mobile phone | 600,000 | User interface, user manual for prints and website. |
| Sony Vaio | Computer | 50,000 | User manual for prints |
| Apple | Official  Website | 50,000 | Apple’s official website for Thailand |
| Pinterest | Social media site | 200,000 | Pinterest official website. Pinterest mobile app for iOS and Android devices. |
| Invoice2go | iOS & Andriod  Application | 50,000 | User manual and user interface for the application Invoice2go, including their website |
| Facebook | Social media site | 50,000 | Facebook official website. Facebook mobile app for iOS and Android devices. |
| -Perfect App Protector  -Gallery Lock  -Wikilinks  -Video Star  -Bunker Buster  -Falcross | iOS & Andriod  Application | 20,000 | User interface and manual for mobile applications |
| Kyocera Printer | Printer | 200,000 | User manual for printers and print applications. |
| Xerox Print Server | Printer | 50,000 | User manual for print server |
| BarTender Print  Server | Printer | 100,000 | User manual for print server |
| Buffalo USB Station | Router | 20,000 | User manual |
| Trend Micro Antivirus | Software | 20,000 | User manual |
| Stuff Magazine  (<http://www.stuff.tv/)> | IT Magazine | 20,000 | Magazine content about IT gadget and technology |
| Workday | Business  Platform | 100,000 | UI and UA for online business platform. Perform translation, post translation and testing procedure. |
| Jive | Business  Platform | 50,000 | UI for online social business platform |
| Cleverbridge | E-commerce  Platform | 50,000 | Online payment system in an e-commerce platform |

|  |  |  |  |
| --- | --- | --- | --- |
| DHL | Training | 50,000 | DHL internal training modules. Translation use for prints, film voiceover, subtitle and film caption. |
| MeadJohnson | Training | 20,000 | Internal training program |
| Acer | Training | 20,000 | Internal training program |
| AsiaRooms.com | E-Commerce | 20,000 | Hotel booking website |
| Agoda | E-Commerce | 20,000 | Hotel booking website |
| Expedia | E-Commerce | 20,000 | Hotel booking website |
| Yahoo Mail | Website | 10,000 | Yahoo website content |

**Personal Information**

**About me**

Name: Nattawan Kookid

Sex: Female

Age: 34

Nationality: Thai

Religion: Buddhism

Living location: Bangkok, Thailand

**Education**

February 2005: Bachelor of Arts (English) Thammasat University Thailand

Language Assessment: TOEIC 915

**Work Experience**

*April 2011 – February 2015*

Workday, Inc.

(<http://www.workday.com/)>

Position: Translator (Contractor) Responsibilities:

As a member of Thai translation team, I am responsible for all the translation, terminology and application testing process needed to create Thai version of Workday HR management application. All the work is done online via Workday system.

*July 2009 – October 2009*

Lionbridge Technologies, Inc.

(http://en-us.lionbridge.com/translation-localization/default.htm)

Position: Project coordinator (Full time employee)

Responsibilities:

*Project Management*

• Perform as a Local Project Manager of Lionbridge Bangkok to take care of revenue, profit, resource allocation and production control of translation projects from inter-company and local.

*Coordination*

• Coordinate with Global Project Managers from worldwide Lionbridge sites to accomplish translation projects under the pressure of urgency, time restriction, time zone differences and resource limitation.

• Coordinate with in house resource, allocate and assign jobs to translators and editors

and provide all supports to maintain a smooth production process.

• Collaborate with company’s vendor for both Thai and other South East Asian

languages.

*May 2005 – June 2009*

STAR Translation & Software (Thailand) Co., Ltd. (http://www.star-group.net/ENU/stban/stban.html)

Position: Project Coordinator & Translator (Full time employee) Responsibilities:

*Translation*

• Translate software and business solution application products from English into Thai, mainly SAP and Microsoft.

• Translation fields are varied from IT, software & hardware, CRM, SCM, Finance to HR and other related fields.

• Proof reading

*Administration*

• Manage Support package translation projects with tight interim deadlines.

• Estimate manpower and man day for each month to define the number of in house freelance translator needed.

• Assign jobs to translators and make sure they can meet the requested deadline.

• Provide supports and information with relation to translation requirements, tools and technical issues.

*Coordination*

• Coordinate with SAP language regional PM (Asia) regarding to translation projects and other information or requirements.

• Coordinate with SAP Language Support team worldwide to deal with translation related problem such as terminology queries and online translation system usages.

• Coordinate with SAP technical support team and STAR’s ISP regarding to SAP online translation system connectivity issues.

• Coordinate with managements and translation team members to archive translation requests within specific deadline.

• Coordinate with IT department to provide general IT supports and improve the quality

of IT services to the translation team.

**Reference**

SDL (http://www.sdl.com) Samran Thepjesdathornsak

Translation Manager – Language Services Division Thailand

Email: [samrant@sdl.com](mailto:samrant@sdl.com)

Tel: +66(0) 2652 7503 Ext. 310

EQHO Communications Ltd.

(<http://www.eqho.co.th/)>

Kamonrat Leelaruji

Business Partner Management Manager

Email: [kamonrat.leelaruji@eqho.com](mailto:kamonrat.leelaruji@eqho.com)

Tel: +66 (0) 2637 8060 Ext. 160

STAR Translation & Software (Thailand)

(http://www.star-group.net/ENU/stban/stban.html)

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