

Nyunt Win

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Summary

Competent, dedicated and highly knowledgeable Translator with 7+ years of experience in translating, transcription projects, and managing translation groups. Expert in using translation tools to provide efficiency and ability to handle multiple clients simultaneously within a team framework. Adept in maintaining strong work relations and client interface using exceptional soft skills.

Education

University of Bamaw

Bachelor of Art Degree (Geography)
Graduated December 2007

Employment History

Watch Tower Bible and Tract Society of Myanmar

Translator, translation team lead, voice actor, translation office General Manager
Yangon, Yangon Region
January 2012 – to March 2014

- Writing creative, impressive copy in English and Burmese for several projects.
- Translating from English to Burmese and Kachin
- Working with the latest word-processing and editing software and delivering complete and error-free copy
- Coordinating with the creative team and delivering projects on time
- Provide translation for IT services such as website interface translation
- Transcriber, voice actor and voice coach for various audio/video projects (www.jw.org/my)

Translation Office General Manager
Myitkyina, Kachin State.

April 2014 – to January 2019

- Managed large office composed of two permanent translation teams (English to Kachin), project teams, IT Support and various other office staff
- Coordinated between Yangon Head Office and field teams, including translation technical support, logistics, etc.
- Proofed written, audio and video translation projects (www.jw.org/kac)

Freelance Translation Services

Work as freelance translator for various projects
Myitkyina, Kachin State
January 2019- to Present

- Translating English-Burmese-Kachin
- Transcription English-Burmese-Kachin

Professional Skills

Proficient with MS office: Advanced
Translation, Transcription, Voice acting, Voice coaching

Languages

English, Burmese and Kachin: Fluent