

Bella Wu

SUMMARY

Dedicated and versatile professional with a diverse background in waitressing, English teaching, and freelance translation. Seeking opportunities to leverage my multifaceted skill set in a dynamic and challenging work environment.

ADDRESS

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LINK

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EXPERIENCE

DEC 2023 - PRESENT

Freelance Translator | FLITTO Inc.

- Convert written content from English to Chinese or vice versa, ensuring accuracy, clarity, and cultural appropriateness.
- Maintain a high level of proficiency in both English and Chinese, staying updated on language developments and nuances.
- Demonstrate cultural sensitivity to accurately convey the intended meaning and nuances of the source text in the target language.
- Implement quality control measures to ensure the final translated product meets the highest standards of accuracy and coherence.

SEP 2022 - SEP 2023

English Teacher | HESS International Educational Group | Taichung City, Taiwan

- Teach ESL program to English Language Learners (ELLs, ages 7-15). Focus on all facets of language skills, including listening, speaking, reading, and writing.
- Design engaging lesson plans and activities, utilizing a variety of materials and resources to enhance students' language skills.
- Assess student progress and adapt teaching strategies to address individual strengths and challenges.

APR 2021 - JUN 2022

Waitress | Zao Ka Bistro Restaurant (噪咖 餐酒製造所) | Taichung City, Taiwan

- Provide table service, including taking orders, serving food, beverages, and alcoholic beverages, and ensuring guest satisfaction.
- Offer menu suggestions, and ensure special requests are communicated effectively to the kitchen.
- Maintain accurate records of bills.

SKILLS

- English
- Teach English as a Foreign Language
- Classroom Management
- Experience with Children
- Translation
- Restaurant Experience
- Customer Service
- Microsoft Office
- Attention to Detail
- Piano Playing

EDUCATION

SEP 2018 - JUN 2022

Providence University | Taichung City, Taiwan

Bachelor's Degree in English Language, Literature and Linguistics

CERTIFICATIONS

TOEIC | Total Score: 925

Issued Nov 2020 - Expires Nov 2022

TOEFL ITP | Total Score: 583

Issued Dec 2017 - Expires Dec 2019

Taiwan Techficiency Quotient Certification - Excel 2010

Issued Jan 2017 | Credential ID 122170100073530

Taiwan Techficiency Quotient Certification - Word 2010

Issued Aug 2016 | Credential ID 122160800005210

LANGUAGES

Chinese (Mandarin)



English



Taiwanese

