**CV**

**Meili Wang**
688 Yinbing Avenue, Wucheng District, Jinhua City, Zhejiang Province, China zip code 321004

Cell: (0086) 13757993731 Email: wangmeili5201314@gmail.com

**Objective:**   Seek the Position of Freelancer Translator

**SUMMARY:**   Remarkably gifted and self-motivated translator with huge experience providing optimal translation service for Nanjing Legal English Studio and ensuring good communications and co-ordination with partners.

**Summary of Qualifications**

 More than 2 years experience.

 Excellent Chinese and certified proficiency in English.

 Proven excellent written English.

 Proven ability to translate complicated texts such as law, machinery and official documents.

 Excellent communication and presentation skills in both Chinese and English.

 Excellent team working abilities together with an innate  diplomacy.

 Excellent computer skills (MS Office, Trados).

 Highly motivated and results oriented with the ability to plan ahead.

**Professional Experience**

**College English Teacher, in Zhejiang Normal University**
2007 - Present

**Translator**

2011- Present

* Provide translation services for Nanjing Legal English Studio and other agencies. The most recent job is a Chinese-English translation of Assets appraisal report for Tong Ji Assets Appraisal Co., Ltd. on July 20, 2012.
* Other jobs include: Chinese-English translation of Cooling tower catalogue for Shangyu Dongfeng Cooling Facilities Factory on June 15. 2012; English-Chinese Verdict for Nanjing Legal English studio on April 3 2012.

**Education**
**Master’s Degree in English Language and Literature**

Xiamen University (2007)
**Bachelor's Degree in English Language**
Southwest Normal University (2002)