ThidaOo

Yangon, Myanmar

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Objective

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt challenges when they arise & at the same time aware of professional roles & boundaries.

PROFESSIONAL SUMMARY

- ❖ Wide range of Experience in News Translation field, Tele Interpretation and Email Translation
- ❖ Translation Experience in Leasing & Administration fields, Logistic fields & NGO fields
- ❖ Translation Experience in Human Rights , Real Estate and Construction fields
- ❖ Wide circle of experience in Document Translation
- ❖ Good Knowledge in developing new ideas and procedures in any issues
- ❖ Ability to put an exact effort to deliver the things done and confidence to take challenges, quick learner and easy adaptable to new technologies
- Liaising with clients to discuss any unclear points.

Academic Qualifications

(2007-2010)B.A JAP	Mandalay University of Foreign Language (MUFL)
(2010-2011) D.A, D.MA, D.CA	London Chamber of Commerce and Industry and International
	English Language Testing System (LCCI & IELTS)

Work Experience

(Jan 2011-Dec 2013)	Worked as a Japanese Translator in Centerpoint Tower, Yangon, Myanmar
(Jan 2014-Oct 2014)	Worked as a Translation Executive in Starcity Thanlyin Estate
	Development Company, Yangon, Myanmar
(Nov 2014 –Till Now)	Freelance Japanese, English and Burmese Translator at Konica Minolta,
	Yangon, Myanmar .

Other Translation and Interpretation Experience

KOSPA Cold Chain Logistic Ltd Translated Documents from Japanese to English and Burmese.

VDC BA Training Translated Documents from English to Burmese

Ritsumeikan University Interpreted from Japanese to English at Shangri-La Hotel.

KEY SKILLS AND COMPETENSES

- Highly qualified to make presentations in meeting
- ❖ Highly skilled in word, excel, PowerPoint and Microsoft outlook.
- ❖ Always Follow Up the data and Information that was given to Customers.
- ❖ Able to prioritize work.
- **❖** Language Known: ENGLISH, HINDI, JAPANESE, BURMESE, NEPALESE.

Projects Undertaken in company

Centerpoint Tower: Yangon(Myanmar) (Jan2011-Dec 2013)

Duties:

- Retrieveing articles from newspaper, magazines and internet and translated them into Japanese, English and Burmese.
- > Translation of documents, letters from a foreign language to Japanese and Engish and Vice versa.
- > Providing guidance, feedback and creating customer-specify style guidance.
- ➤ Revising more junior translator
- Excellent Japanese and English speaking and writing skills
- Provide guidance to Japanese Customers
- ➤ Perform a role of Japanese Tour Guide

Starcity Thanlyin Estate Developing Company : Yangon (Myanmar)(Jan 2014- Oct 2014)

Duties:

- > Develop one's legal and technical skills to ensure the correct data is used.
- > Telephone interpreting
- > Conducting face-to-face interpreting
- > Translation of documents, letters from a foreign language to Japanese, Engish and Vice versa
- > Translation of Construction project, real estate project and Human rights project.

Personal details:

• Father's Name: U Zaw Zaw

Mother's Name: Daw Aye Aye Win
Date of Birth : 31st October 1991

• Nationality : Myanmar.

• NRCNumber :13/Ta ka Na (N) 278747

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