Full-name in Vietnamese (if you are Vienamese): NGUYỄN VĂN A

Full-name in English: A NGUYEN VAN

Year of Birth: 1990 Place of Birth: Vietnam

Email: nguyenvana@\*\*\*\*.com Phone number: 09\*\*\*\*\*\*\*\*\*

**Education**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **University** | **Department / Faculty** | **Expertise** | **Level** | **Period** | **Copy** |
| Hanoi University | English | Translation & Interpretation | B.A | 2005 - 2009 |  |
| Hanoi Law University | International Law | International Law | B.A | 2019 - 2022 |  |
|  |  |  |  |  |  |

**Career**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Period** | **Company Name** | **Department** | **Position** | **Job detail** | **References Contact** |
| 2010 - 2015 | FPT Software | PR | Translator & Content writing | Translate & check documents such as Website, marketing materials, … | Mr. Truong Gia Binh  CEO  0909xxxxxx  binh@fsoft.vn |
| 2019 - 2022 | Vingroup | PR | Translator & Content writing | Translate & check documents such as Website, marketing materials, … | Mr. Pham Nhat Vuong  CEO  0908xxxxxx  vuong@vingroup.vn |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Translation experience:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Client** | **Quantity** | **Practice** | **Work details** | **MMM-YYYY** |
| Facebook | 10 Pages | Contract | Translated a part of the commercial contract from English to Vietnamese. | May-2024 |
| AMVN | 5030 words | Marketing | Translated Website of Apple from English to Vietnamese | Apr-2024 |
|  |  |  |  |  |

**Tools & Skills:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Tools** | **Version** | **Years of Experience** | **Are you certified? Please indicate and attach** | **Copy** |
| Trados Studio | 2024 | 10 | Yes. Certified by AMVN |  |
| Microsoft Word | 2023 | 15 | Yes. Certified by HANU |  |
| IELTS | 2019 | 5 | Yes. Score is 8.0 |  |
|  |  |  |  |  |