screwdriver-and-doble-wrench.pnglocation-pointer.pngnew-email-interface-symbol-of-black-closed-envelope.pngphone-call(3).png

**INTERNSHIP EXPERIENCE**

* Strong leadership qualities;able to schedule priorities and perform/delegate accordingly to effectively accomplish tasks to hand;
* Working knowledge of both written and verbal Japanese and French;
* Broad perspective of Japanese people,culture,and customs,as well as Japanese-American diplomatic relations;

**STRENGTHS AND QUALIFICATIONS**

* Being familiar with accounting theory
* Mastering share option,futures and foreign currency hedge.
* Mastering risk management.
* Grasping balance sheet,cash flow report and other financial statements.
* Translated correspondence and filed inquiries from the Japanese population in the Boston business community.
* Organized travel itineraries for Japanese officials visiting the New England area.
* 2016.3 Guanghua First-class Scholarship for graduate
* 2015.11 Metal Machining Practice Award
* 2015.4 Academic Progress Award

**PERSONAL EVALUATION**

**SCHOLARSHIP AND AWARD**

* 2017- Present Technical Writer/Junior Programmer
* 2016.9-2016.12 Assistant to the Japanese Ambassador
* 2015.11-2016.2 Sales Representative
* 2015.9-2015.10 Marketing Representative

MS Office

Photoshop

Illustrator

English

Japanese

Cantonese

**2012-1016**

**Yale University**

Translation

Bachelor

**Name：palette**

**Gender：Female**

**Age：24**

**Education：Bachelor**

**Health Condition:Good**

Palette

13912220000

[WPS12345@gmail.com](mailto:WPS12345@gmail.com)

Sandy Bin 15/F,BRIGHT

Career Objective：Translator