

Byung-Hun Kim

17 Golfview Road, Upper Saddle River, NJ 07458
byunghun3@gmail.com / (201) 786-8979

PROFESSIONAL EXPERIENCE:

TransPerfect Translations

Project Manager

New York, NY
July 2018-Present

- Manage at least 10 translation projects of different Clinical Outcome Assessments daily for electronic platforms.
- Meet hard deadlines as short as same-day to make deliveries and re-timeline jobs that are off schedule with sales team.
- Preflight, budget, negotiate, and final review jobs that span up to 2-3 months while coordinating with external linguist vendors and 5 different internal teams.
- Handle 5 specialized job processes that require both big-picture thinking and attention to detail.
- Updated the department network structure to better organize project folders and to fit recent process updates in Oct 2021.

McNeil, Gray & Rice Strategic Communications

Public Relations Intern

Boston, MA
Sept-Dec 2017

- Researched small to mid-size companies identified as industry leaders and compiled profile information on excel.
- Cold-called and pitched editorial opportunity to senior management at B2B companies.
- Scheduled appointments with 5 different companies for internal MGR team to interview and publish in upcoming editorial.

Pfizer

Global Marketing Intern

New York, NY
May-Aug 2017

- Researched World Federation of Hemophilia (WFH) data and other secondary study reports to leverage the global plasma derived hemophilia factor usage for both Factor VIII and IX on a per country basis.
- Analyzed market penetration and pricing levels of the countries to segment each market as high, medium, low priority.
- Summarized data in graphical format, and presented results and recommendations to the Rare Disease commercial team including the Business Unit lead Michael Goettler.

LEADERSHIP EXPERIENCE:

Masti Dance Team

Captain

Chestnut Hill, MA
May 2017-May 2018

- Organized and planned 11 on and off-campus performances for dance competitions and showcases by coordinating music, lighting, set design, rehearsal schedule and collaborating with show organizers, set crew, and other teams.
- Won approval from the Student Organization Funding Committee for budget of \$891 and \$766 for fall and spring semesters for every costume piece, publicity material, and transportation by drafting a compelling argument for each item.
- Led 50 tryouts to audition by executing an extensive publicity campaign promoted through Facebook, Instagram, Snapchat, flyers, banners, campus involvement fair, and presentations at other club meetings that hosted over 100 attendees.

EDUCATION:

Boston College, Morrissey College of Arts and Sciences

Bachelor of Arts in English

Minor in Managing for Social Impact in Carroll School of Management

Chestnut Hill, MA
May 2018

CERTIFICATION:

IASSC Certified Yellow Belt™ (Lean Six Sigma)

Oct 2020

SKILLS:

Computer Skills

- HTML/CSS, JavaScript, ReactJS, Microsoft Excel, PowerPoint, Word, Outlook, Adobe Premiere, Trello, JIRA, Smartsheet, Confluence, Total Commander

Language

- Bi-literate in Korean, Proficient in Spanish