



Hyein Kim

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Objective: A paralegal/ project assistant position at a firm where I can apply my strong writing education, legal experience and linguistic skills, and get hands-on experience in legal field before going to law school.

## Work Experience.....

### *Intern at CBF (Chicago Bar Foundation) / Jan. 2015 – Present*

- Expand the client base and reached more potential clients for the Central Resource Center at Richard J. Daley Center by translating resource referral pad into Polish, Chinese and Hindi, and distributed them to diverse ethnic groups in Chicago.
- Addressed various legal aid organizations' 2014 highlights at the CBF Board Meeting
- Update information of pro bono lawyers and reported to the Federal Judge of Northern District of Illinois

### *Student Representative at DALC (Department of Asian Languages and Cultures) / Sept. 2013 – Present*

- Implement promotional strategies and design publicity materials for the department and new courses each quarter
- Collaborated with faculty to design new majors and minors before the establishment of the department and provided students' perspectives on majoring in humanities and language
- Compile students' feedback of the courses at the end of every quarter and help professors establish courses with improved materials

### *Administrative & Social Media Work Study Intern at DALC / Sept. 2012 – Present*

- Develop a design for departmental flyers, considering various purposes
- Design and manage departmental Facebook page, advertising events every week (the participation rate for the departmental events increased up to 40%)

### *Translator of Stoker (Movie directed by Chan-wook Park) / Dec. 2010 – May 2011*

- Accelerated the communication between Hollywood and Moho Film by translating the original script written by Wentworth Miller, from English into Korean within two days
- Coordinated a meeting with Nicole Kidman on the character she was going to play and basic logistics of the filming

## Special Skills.....

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Fluent in Japanese (completed 4th year courses at Northwestern, have 2nd place certificate in Japanese Language Proficiency Test)

Fluent in Chinese (completed 4th year courses at Northwestern, taken the highest level Chinese course and economics in Beijing University during summer 2013, have 4th place certificate in Hanyu Suiping Kaoshi)

Able to read, speak, and write in French (completed 2nd year courses at Northwestern)

Able to read, speak, and write in Hindi (completed 1st year courses at Northwestern)

## Education.....

Bachelor of Arts in Creative Writing  
Northwestern University

GPA: 3.78/4.0, Dean's List 4 quarters

Senior Capstone Project: <Google Translate and our Future>, advisor: Eula Biss

*Expected graduation : June 2015*

IP Training

World Intellectual Property Organization, South Korea

*Summer, 2014*

Political & Economic Development Studies

Study Abroad at Beijing University

*Summer, 2013*

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