**Chatthip Chantarachota**

31/8 Sangkhavit Rd, Muang Trang Thailand 92000 . Tel (66) 867079776. fai.chantarachota@gmail.com jane.smith@gmail.com

# CAREER OBJECTIVE

Editorial content with 3+ years of experience working directly for Guidebook., English teaching and translating with 5+years. Basis of marketing skill. Possesses impeccable written and verbal communication skills . Make the difficult things to be a piece of cake and manage the different tasks successfully at the same time.

# CORE COMPETENCIES

* Analysis thinking
* Writing for communication
* Translating, Editing and proving Content
* Creativity and working under pressure

# PROFESSIONAL EXPERIENCES

***Cruise & Hotel training school(Phuket)***

*Lecturer and marketing staff , January2017-March2017*

*•*Teach English for communication on Cruise and Hotel.

• Search for the new market and put the product on market.

• Public relations with the Education institute.

•Take care the customer and make the trust of customer.

• Make a plan to operate the job and make the working schedule plan for all staff

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***Patong Gate Language School***

*Part time translator, July 2016-Nov2016*

•Translate all documents and research

***Non-formal Education***

*English Teacher (intensive course), July2016*

*•*Teach English for communication to Trang Enterprener**.**

***JunghuaSoasieo School Trang***

*English Teacher, May 2014 – March 2016*

• Teach English grammar, reading comprehension, writing, and understanding of books and other writings.

***Windows On The World Publishing***

*Editorial assistant, June 2011 – Apr2014*

* Prepare, rewrite and edit copy to improve readability
* Proof to correct errors in spelling, punctuation, and syntax and write for Up to date context of traveling guidebook.
* Evaluate submissions from writers to decide what to publish.
* Write the preface for many kinds of books under brand of publishing.
* Develop story and content ideas while being mindful of the audience.
* Work with writers and translators to help their ideas and stories succeed on time.

# EDUCATION

## Thammasat University - Rangsit Campus

## *Bachelor of Arts Program in Political science, International Affairs , March 2011*

* GPA: 3.01

# ADDITIONAL SKILLS

* Proficient in Microsoft Offices
* Bilingual in Thai and English