

# Wenxuan Pan

NAATI Certified Translator & Interpreter

Web Developer

## CONTACT

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## PROFESSIONAL EXPERIENCE

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2021- **Translator & Project Coordinator**

2022 *Ethnolink, Victoria*

Building accessible **multilingual websites** using various CMS platforms

End to end **project coordination** of translation projects into 50+ languages

**Translation and proofreading** of a variety of texts for government, community and business clients

Pre-booked telephone and video **interpreting** in a range of settings including but not limited to health care, education, legal, real estate

2021- **Interpreter**

present *LanguageLoop, Victoria*

**Telephone interpreting** in different settings, ranging from community, medical to business settings

May-Aug **Translator Internship**

2019 *St Vincent's Mental Health, Victoria*

**Translated** key mental health documents (day program outlines, therapy guidelines, presentation slides, video transcripts), ranging from short translations to long-term projects (30,000 words)

**Interpreted** and facilitated communication between guest psychiatrists from China and hosts at meetings

## EDUCATION

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2023- **Diploma of Information Technology**

Now *Coder Academy*

2019- **Master of Translation (Chinese Translation)**

2020 *University of Melbourne*

**Weighted average mark:** 83

**Awarded** Oriental Studies Trust Fund - Master of Translation Scholarship 2019

**Feb-Nov    Advanced Diploma of Interpreting**

**2020        *RMIT University***

Mandarin <> English

**2016-        Bachelor of Arts**

**2018        *University of Melbourne***

**Majored** in Linguistics and Applied Linguistics & Japanese

**Weighted average mark:** 82.5

**Included in** Dean's Honours List for Bachelor of Arts 2018

## SKILLS

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Web development: html, css, javascript, react

Graphics design: Adobe InDesign, After Effects, Illustrator

Subtitling and video editing: Aegisub, Premiere Pro, Subtitle Edit

Website localization: Qualtrics, CMS systems