

Zhuo “Andrew” Zhang

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Summary

Experienced in translation and interpretation between English and Chinese with a profound understanding and facility in both Anglophone and Chinese cultures; Background in ESL education and working with Peace Corps Volunteers as an intercultural liaison, maintaining a mindset which promotes cross-cultural communication; Tech-savvy with good interpersonal skills and customer service experience from freelance translation work.

Academic Qualifications

Master of Translation and Interpretation (MTI) in English, Guizhou Normal University	Sep 2012 – Jul 2014
Bachelor of Arts in English, China University of Mining and Technology	Sep 2008 – Jul 2012

Working Experiences

Staff, Chatime at Allston, Boston	Dec 2016 - Present
<ul style="list-style-type: none">Sales, beverage preparing and organizing at a highly fast-paced and multitasking environment	
Volunteer, Boston Inquilinos Boricuas en Acción (IBA)	Oct 2016 – Dec 2016
<ul style="list-style-type: none">Providing residential and “Fair Foods” service in multi-cultural (English, Spanish, Chinese) environment	
ESL Course Trainer for Teachers, Zunyi Normal College	Mar 2016 – May 2016
<ul style="list-style-type: none">Instructing oral English class with real-life scenarios and engaging activities for non-major teachers	
English Teacher, Zunyi Star Source Language School	Sep 2015 – Jan 2016
<ul style="list-style-type: none">Fostered Reading, Listening and Speaking skills to middle school students	
Teaching Assistant, Guizhou Medical University	Sep 2014 – Jul 2015
<ul style="list-style-type: none">Courses taught to English majors: Integrated College English for English Majors, Listening, Intensive Reading CourseOffice Secretary for Department of Translation in the College of Foreign LanguagesCounterpart/liaison to Peace Corps Volunteer Katherine Stevens and foreign teacher Richard Tossel	
Translator, the 7th Asian Youth Animation, Comics and Digital Arts Contest	Nov 2013
<ul style="list-style-type: none">Translator for Official Brochure and documents for the Contest and speeches and letters from guest lecturers	
English Teacher, Guiyang EF Education First Language School	Oct 2012 – Dec 2013
<ul style="list-style-type: none">Teaching English as a Second Language courses for 3-14 year old studentsAssisted in English immersion activities with students and foreign teachers, including cooking, book reading club	

Language Skills

- Chinese: Native in reading, writing, listening and speaking
- English: Near Native in reading, writing, listening, and speaking
- Spanish: Intermediate proficiency in reading, listening, and speaking

IT Proficiency

- Familiarity with Windows, Mac and Linux Operating Systems and basic system administration.
- Familiarity with office suites and desktop publishing software, including iWork, Microsoft Office, Scribus, Corel Draw, Adobe Acrobat, and Computer Aided Translation (CAD) softwares and translation memory.