

Alex Joo (Bogyeom Kim)

English to Korean translator

Timezone: GMT+9

Cell: +82)10-9772-1087

E-mail/Paypal/Skype: alexjookr@gmail.com

ProZ.com profile: <https://www.proz.com/profile/2472290> (Professional member)

LinkedIn profile: <https://www.linkedin.com/in/alex-joo-enkr-translator/>

Summary of qualifications

- A professional freelance translator providing English-to-Korean translation services since 2020 (native Korean)
- More than five years of experience in a government agency-the National Election Commission
- Worked for a beauty store as a salesclerk and a seafood restaurant as a server
- Deep knowledge of beauty products, games, and luxury brands
- Visited countries: Japan, Hong Kong, Taiwan, Singapore, Vietnam

Specializing in

- Cosmetics (Skincare and makeup products, tools, etc.)
- Games (PC, mobile, RPG, adventure, shooter, survival, racing, simulation, puzzle, etc.)
- Tourism (Hotels, hospitality, attractions, etc.)
- Luxuries (Fashion, Accessories, jewelry, etc.)
- Government (Official documents, certificates, etc.)

CAT tools and Computer skills

- SDL Trados 2021, memoQ 9.10.17, Wordfast Pro 5, Memsource
- Windows 11, MS Office 365 (Excel, Word, PowerPoint), Adobe Acrobat, Hangul

Rate and capacity

- Translation (per word): USD 0.04~
- Proofreading (per word): USD 0.02~
- Daily capacity: 3,000 words

Professional experiences

English to Korean

• **Cosmetics**

- 2022 ▶ Giorgio Armani beauty's Lip Power and Luminous Silk Foundation product description and a brand model introduction
- 2020 ▶ Description of beauty products, makeup tools, and YSL virtual makeup try-on application
 - ▶ Tecnoskin official website and cosmetics: skincare products, body washes, feminine cleansers, sunscreens, and acne products

• **Games**

- 2022 ▶ Description of the fashion style of the game characters
 - ▶ Character original design requirements for light fantasy games
 - ▶ Scripts of The Lord of the Rings: Rise to War
 - ▶ Narration of the Three Kingdoms Game
 - ▶ A real-time combat idle game using DC comic IP regarding Superman, Batman, Wonder Woman, Aquaman, Flash, Green Lantern
 - ▶ Words in a word crush game
 - ▶ A battle game based on the Edo period
 - ▶ Casino game's screens
 - ▶ The Lord of the Rings game scripts
- 2021 ▶ Scripts for games: Grow: Fire Commander, Scorchlands, War Hospital, Edens Zero, Spirit, Niche, a tower defense game and 007 spy games
 - ▶ Card names and card descriptions for a video game
 - ▶ Description of programs on Epic Games and Canvio Gaming
 - ▶ A survey on Accessories of Dragon Shield
 - ▶ Terms and conditions of a game website
 - ▶ LQA for Biomutant
- 2020 ▶ Event notifications, gaming surveys, and scripts for games: Final Fantasy XV: A New Empire, Zombeast, Speed Demons, etc.

• **Tourism**

- 2020 ▶ A guide to Pala Casino Spa Resort
 - ▶ A description of hotel amenities and services for guest

• **Luxuries**

- 2021 ▶ Burberry's product presentations regarding it's philosophy, collection stories, styling details, clothes, bags, handkerchieves, hats, shoes, swimsuits, accessories, and socks

• Marketing

- 2021 ▶ Marketing texts about Marketo production
- 2020 ▶ Descriptions of various products sold on AliExpress website: beauty devices, clothes, adult toys, toys for children, smartwatches, and dell phone accessories

• Food

- 2021 ▶ Introduction to Norwegian Tine dairy products
- 2020 ▶ Hellios Pasta Industry advertisements and recipes

• Government

- 2022 ▶ Bellevue Diversity Advisory Network applications and a press release about the opportunity to join a diversity advisory panel
 - ▶ A brochure on how to avoid a scam produced by Federal Trade Commission
 - ▶ Guides to preparing and joining remote court proceedings on Zoom for court users, written by the judicial council of California
 - ▶ A certificate of service and a certificate of mailing
 - ▶ Subtitles of decedents estate self-help videos
 - ▶ Recycling and safe disposal guides for unusual items
 - ▶ Determination of compliance regarding Employment Standards Program by Department of Labor and Industry
 - ▶ Self-exclusion enrollment forms and instructions for applicants
 - ▶ A construction notice
 - ▶ A news release about funding availability for human services
 - ▶ Public information pages regarding safety measures and social distancing, remote proceedings, court-Based services, filing court documents, jury trials, and trial deadlines
 - ▶ Multilingual language services provided by Employment Development Department
 - ▶ Youth investigations fact sheets
 - ▶ Court papers
 - ▶ Road construction notices
 - ▶ A guide to using the free GoPass program
 - ▶ Guidelines for the 2022 Limited English Proficiency Plan of superior court of California
- 2021 ▶ Notices of Health Programs Conducted by Washington State Department of Social and Health Services
 - ▶ Introduction to the Rational Justice Conference held by the New York City Rational Justice Commission
 - ▶ A public notice about public input session

- ▶ Notification on opioid abuse prevention campaign by Washington State Health care Authority
- ▶ Public advice and notices about COVID-19
- 2020 ▶ A press release related to Disrupt Disparities 3.0
- ▶ Notice of precautions related to COVID-19 and civil protests

• **Election**

- 2022 ▶ United States House of Representatives elections in Washington
 - ▶ Information for voters with special needs
 - ▶ Official ballot papers and instructions to voters
- 2021 ▶ Information on how to vote by mail and where to vote
- 2020 ▶ An official voter information guide that includes information about how to vote, mail ballot, early voting locations, candidates for Californians
 - ▶ Candidate statements

• **Health care and care service**

- 2022 ▶ Medi-Cal member's handbook by L.A. Care Health Plan
 - ▶ The result of the bone density test
 - ▶ Member information notice about continuity of care approval period ending
 - ▶ A letter from LA Care to a member about further evaluation of the member's treatment plan
 - ▶ Guides on blood transfusion patient
 - ▶ Emails about keeping member's Medi-Cal coverage
 - ▶ A notice of board of industrial insurance appeals of the state of Washington
 - ▶ Notices of grievances and appeals for health care members
 - ▶ Replies to complaints filed by users of LA Care's services
 - ▶ Information on members of in-home care services and guidelines for caregivers
 - ▶ Emails to inform members of Medi-Cal benefits and services covered by L.A. Care
 - ▶ Preadmission services guides for patients and their family
 - ▶ An email about health care services to customers
- 2021 ▶ Caregiver's work guidelines, explanations for customers who want to use care services, and personal information of customers who use care services
 - ▶ Description of Medicare tip including Eastern and Western Medicine, acupuncture, nutrition, Tuina and Tai-Chi

• **Business**

- 2022 ▶ Veoneer's appendix about respect in the workplace policy and conflicts of Interest policy
 - ▶ Advisory information for employees who voluntarily use respirators
 - ▶ Customer information entry screens of queuing system project

- 2021 ▶ A profile of Tesa electric vehicle company
- ▶ Introduction of the career of an engineering engineer who is a subjective evaluator of a Korean tire company
- ▶ Interview with Autoliv CEO
- ▶ A homepage related to C. H. Robinson's intermodal and food tank equipment service
- ▶ How to use a company's HR program
- ▶ Practices for integrating customers' data
- ▶ Scripts for a presentation by Siemens
- ▶ Business emails

• **Cryptocurrency**

- 2022 ▶ Introduction to events held on cryptocurrency websites
- ▶ Documents on the future of NFT market, metaverse, Web3, and cryptocurrency

• **Education**

- 2021 ▶ Report cards and student records of an elementary school student
- ▶ Psychological screening and educational evaluation documentation for children with autism and other disabilities
- ▶ California Department of Education's education documents
- ▶ American math textbook for elementary school students
- ▶ La Cañada Unified School District's letter to parents of students

• **Research and studies**

- 2021 ▶ Research methodology for the Global Language Index
- ▶ Study reveals on worldwide language learning

• **Transportation service**

- 2022 ▶ Precautions and handling methods for dangerous goods for Fedex's deliverymen

• **Music**

- 2022 ▶ Album and track titles of children's songs and lullabies
- ▶ Description of musicians and playlists

• **Movie**

- 2021 ▶ Trailer text of a drama regarding contagious disease

• **Religion**

- 2022 ▶ A homepage for Bible studies and online church
- ▶ Bible verses

• **General**

- 2022 ▶ A notice about service disruption of Tacoma Link
- ▶ Assembly instructions for Life Fitness Arc Trainer
- ▶ A parent health handout about day camp COVID-19 safety policies and procedures

- ▶ Instructions for using and cleaning the Yeedi self-cleaning and mopping robot
- ▶ Google Translate information
- ▶ A product manual for autonomous case-handling robot systems
- ▶ A survey on sexual orientation
- ▶ Pamphlets guiding people to the locations of the community centers
- ▶ Customer survey materials related to safety rest areas
- ▶ Manuals and guides for water flosser users
- ▶ Kaspersky application settings screens
- 2021 ▶ Prospects and Changes in the Tobacco Industry
- ▶ Rights Under The Lanterman Act Manual (RULA)
- ▶ How to use the Help and Support Center on the Kaspersky homepage
- ▶ A publication on reasonably practicable under industrial conditions
- ▶ A guide to Twinmotion features
- ▶ Description of ergonomic office chairs and massage chairs on Varier Variable website
- ▶ Surveys of Montblanc Summit Smartwatch users
- ▶ A user manual for headphone and charging cases
- 2020 ▶ Blog posts regarding lifestyle, psychology, human relationship, and wellness
- ▶ How to use a screen protector
- ▶ Safety and warning labels
- ▶ Various tweets

Work Experiences

- Jan. 2015~Feb. 2020** • **the National Election Commission of the Republic of Korea**
: An independent constitutional agency tasked with managing elections and administrative affairs related to political parties and political funds
- ▶ Assistant manager of the election management team
- Managed voting procedures, online voting systems, committee meetings, and sorting machines that classify and count ballots by candidates
 - Reviewed candidate registration forms and candidates' campaign posters
 - Sent voting guidance leaflets to voters
 - Provided lectures on voting and counting
 - Interviewed and hired office assistants
 - Trained new employees and handled civil complaints
 - Conducted numerous local campaigns
- Dec. 2012~Feb. 2013** • **Olive Young**

: A health and beauty store offering diverse products including cosmetics, hair and body products, and health care products for customer who pursue healthy lifestyle as well as beauty

► Sales clerk

- Recommended beauty products to customers and answered their questions
- Displayed beauty products

Certification

- Industrial Engineer Office Automation (Excel, Access, PowerPoint) [13204220133G]

Hobbies

- Watching Beauty YouTubers' videos, playing games