

# Hyeon-Kyeong Lee (Amber Lee)

**Translator(EN>KOR)** leehk3033@gmail.com

## AREAS OF EXPERTISE

General  
Marketing  
Humanities  
Education  
Fashion  
Proofreading  
Book Translation

## Using CAT Tool

Trados

## PROFESSIONAL

Specialist training for translators: job-specific skills based on ISO17100 Certified Translation Services and National Competency Standards(NCS)

## PERSONAL SKILLS

Well-organised  
Friendly  
Customer-oriented  
Detail-orientated

## PERSOANL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from source language(English) to a target language(Korean). Be able to edit and correct the text and grammar since worked in publishing company as editor. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, punctual & fully aware of diversity & multicultural issues thanks to the international experience. Accurately capture cultural subtleties, nuances, and emphasis, including socio-cultural essentials embedded in texts such as political, religious, historic, and ethnic elements. Puctual and answer immediately to the PMs and have scrupulous attention to detail for the best quality of work.

## WORK EXPERIENCE

*PTSGI (Translation Agency) May 2022 – present*  
*Beacon Solutions / Globalway / JNTConnect (Translation Agency) June 2022 – present*  
*Croud / Creative Translation / eTranslation services (Translation Agency) August 2022 – Present*  
*HansemUSA / RWS (Translation Agency) September 2022 – Present*  
*OXO Innovation (Translation Agency) October 2022 – Present*  
*Ulatus (Translation Agency) January 2023 – Present*  
*Mars Translation (Translation Agency) Februray 2023 – Present*

## FREELANCE TRANSLATOR

- Translated Marketing, Education, IT, Jewelry, and Fashion text and the subtitle of promotional video
- Always met the deadline.
- Answered immediately PM's email.

*Kyungiroum (Publishining House) October 2022- December 2022*

## TRANSLATOR

- Translated <Start More Than You Can Finish> by Becky Blades

- Translated the English Self-help book into Korean.
- Did full research and study of the subject for the text
- Edited and corrected the text

*Eulyoomunwhasa (Publishing House) November 2021 – February 2022*

**TRANSLATOR**

- Translated the English book, 『The Call of Character』(written by Mari Ruti) into Korean.
- Did full research and study of the subject for the text
- Edited and corrected the text

*Maekyung Publishing (Publishing House) May 2021 – September 2021*

**BOOK EDITOR**

- Contracted for and evaluated a manuscript
- Rewrote and corrected spelling and grammar in Korean
- Did fact-checking and proof-reading

*Rev.com (Translation Agency) October 2020 – March 2021*

**TRANSLATOR**

- Translated the press release, demonstration, and promotional video for the companies (subtitle translation)
- Did full research for the subject of the video (Marketing, IT, Art, Education)

*Geulhangari (Publishing House) June 2020 – October 2020*

**TRANSLATOR**

- Translation the English book 『Selfie』(written by Will Storr) into Korean
- Did full research and study of the subject for the text
- Captured geopolitical, regional, ethnic, and cultural elements in text
- Edited and corrected the text

*Publishing Houses February 2020 - present*

**Reviewer**

- Read English books which are not yet translated into Korean and wrote a review of the books for the publishing companies
- Offered a short sample translation of the book for the Publishing companies so they can review the book

Duties:

- Researching technical phraseology to ensure the correct translation is used.
- Liaising with clients to discuss and unclear points.
- Excellent Korean writing Skills as native Korean.
- Reviewing and proofreading mother-tongue text.

### EXTRA ACTIVITIES

Staying in France (Paris and Tour) to improve language skill

(September 2017 ~ July 2018

August 2019 ~ April 2021

October 2021 ~ February 2022)

### PERSONAL DETAILS

Hyeon-kyeong Lee

Suwon, Republic of Korea

Nationality: Republic of Korea

Current location : Paris, France

E: [leehk3033@gmail.com](mailto:leehk3033@gmail.com)

CP: [+82 10 9739 7805](tel:+821097397805)

[+33 06 95 02 98 62](tel:+330695029862)

### SKILL AND COMPETENCIES

Able to fluently speak English and French.

Excellent writing skill in Korean and well knowing about Korean Grammar.

Excellent communication and social skills.

Being punctual to the minute.

Understanding of CPL & CPS for subtitle translation.

Willing to work under pressure.

Able to prioritize work.

### ACADEMIC QUALIFICATIONS

BA French Literature

*Ewha Womans University 2015 – 2019*

## CV & Portfolio

### Portfolio (From English to Korean, from 2022 May – Present)

April 2023

- [Translation] E-learning content(business) localization - 10,331 words
- [Proofreading] Marketing/Luxury watch brand - 824 words
- [Translation] Marketing/press release of international skincare brand - 435 words
- [Translation] Governmental website - 459 words
- [TR Comparison report] Psychology - 70 words
- [Translation] Marketing/press release of international skincare brand - 135 words
- [Translation] Website localization for the translation agency - 1494 words
- [Translation] Marketing/press release of international skincare brand - 1178 words
- [Translation] Marketing/press release of international skincare brand - 201 words
- [TR Comparison report] Psychology - 166 words
- [Editing] Academic paper - 2095 words
- [Translation] Marketing/press release of international skincare brand - 536 words
- [Translation] Market research 804 - words
- [Translation] Legal/employee & workplace policy - 1683 words
- [Translation] Health & security notice - 613 words

March 2023

- [Translation] Legal letter - 840 words
- [Translation] Pamphlet - 543 words
- [Proofreading] Legal(Terms and conditions) - 3150 words
- [Proofreading] Brochure - 116 words
- [Translation] IT/Subtitle - 1621 words
- [Proofreading] Psychology - 200 words
- [Translation] Academic(research proposal)/education - 2691 words

February 2023

- [Translation] Government Policy/environmental science - 200 words
- [Translation] Education - 2,112 words
- [Translation] Education - 1,141 words
- [Translation] Marketing/Jewelry - 4,690 words
- [Translation] Marketing/Tourism - 250 words

January 2023

- [Proofreading] Education civil law - 3,468 words
- [Proofreading] Academic/psychology - 250 words

## CV & Portfolio

[Translation] Academic/psychology paper - 1,146 words

[Translation] Academic/psychology paper - 2,135 words

[Translation] Academic/psychology paper - 3,4165 words

[Translation] Marketing/public health - 657 words

## December 2022

[Translation] Academic/psychology - 1,156 words

[Translation] Toursim/hotel – 954 words

[Translation] Market research - 1,132 words

[Translation] <Start More Than You Can Finish> by Becky Blades (self-help book), Kyungiroum Publishing - 240pages

## November 2022

[Translation] Educatiion/School letter to the parents - 456 words

[Translation] Letter to the employees, related to new policy - 503 words

[Translation] <Start More Than You Can Finish> by Becky Blades (self-help book), Kyungiroum Publishing - 240pages

## October 2022

[Translation] <Start More Than You Can Finish> by Becky Blades (self-help book), Kyungiroum Publishing - 240pages

[Proofreading] Marketing/Global search engine - 327 words

## September 2022

[Translation] Seaman's Identification Paper(Certification issued by goverment) - 553 words

[Translation] Seaman's Identification Paper(Certification issued by goverment) - 524 words

[Translation] Death certification - 707 words

[Translation] Financial institution authorization letter – 372 words

[Translation] Personal letter to the bank (related to the inheritance) – 334 words

[Translation] Medical reasearch paper - 545 words

[Translation] IT/marketing for new software - 789 words

[Translation] Company overview - 1,334 words

## August 2022

[Translation] News article/international event - 798 words

[Translation] News article/Technology - 748 words

[Translation] Global fashion brand localization project - 3,234 words

[Proofreading] Global technology brand promotional video(subtitle) - 597 words

[Translation] Software localization (software for livestock farming) 1,435 - words

## CV & Portfolio

[Proofreading] Application localization for International event - 221 words

[Translation] Localization of application for education - 1,187 words

### July 2022

[Translation] Marketing/IT (new software) - 2,105 words

[Proofreading] Marketing/Cryptocurrency - 2,621

[Translation] Marketing/Jewelry - 1,102 words

[Translation] Education - 879 words

### June 2022

[Translation] Food company catalog - 1,217 words

[Translation] Marketing/Jewelry brand - 541 words

[Translation] Marital status certification - 103 words

[Translation] Market research - 640 words

[Translation] Marketing, Website localization/Fashion brand - 497 words

### May 2022

[Translation] Marketing/new software promotional video - 621 words

[Translation] Religion/academic paper, abstract - 981 words

[Translation] Localization of software program/education - 246 words