

ZHONG Xin

Freelance Translator (English <> Chinese)


Services: Translation | Proofreading | Subtitling | MTPE


Transcreation | Copywriting | Content Writing

- Native Chinese speaker
- More than **two years** of experience as a **freelance translator**
- More than **eight years** of experience as a **part-time translator**

Contact

Nationality: Chinese

 Shenzhen, China

 cynthiazhong06@gmail.com

 +86 13076954901

Languages

- Chinese (native)
- English

Certifications

- United Nations Language Professionals Training Programme (English from/to Chinese, level 2 for finance and economics)
- United Nations Language Professionals Training Programme (English from/to Chinese, level 1 for general)
- China Accreditation Test for Translators (International, English from/to Chinese)
- AMAC fund practitioner qualification

Education

- Bachelor of Literature in Chinese Literature, Peking University, 2011
- Award received: Starlight International Scholarship, 2009-2010

Work Experience

JULY 2022 - CURRENT | Freelance Translator / Copywriter

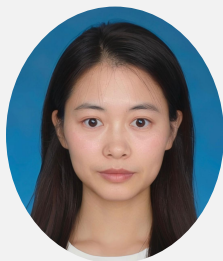
- Since becoming a freelance translator, I have been consistently translating a diverse range of documents daily.
- My expertise in the **financial, legal, and marketing fields** has enabled me to continue undertaking relevant projects in these areas.
- Additionally, I have expanded my focus to **include subtitling**. I have completed paid translations for **news subtitles** and volunteered to translate **six TED speeches** and **two films** (*The Power of the Dog* & *Spaceman*).
- With a keen interest in history, literature, and gaming, I'm actively seeking opportunities in game localization. I have completed translation work on several **traditional Chinese cultural articles** and **some gaming localization exercises** with promising results. I am confident in my abilities and would welcome the chance to demonstrate them.

May 2016 - JUNE 2022 | Fencun capital & CV capital (full time)

- As a financial advisor, I am responsible for assisting our startup clients with equity financing. Since our clients include Chinese start-up companies and deal with both RMB and USD funds, we often need to prepare documents in both Chinese and English.
- During this period, I have completed **nearly 800,000 words of translation** and **over 2,000,000 words of proofreading**, focusing on **financial, legal, and marketing areas**. This work includes share purchase agreements, shareholders' agreements, PR materials, due diligence reports, business plans, financial statements, audit reports, NDAs, industry prospect analysis, and internal training materials.

SEP 2011 - April 2016 | Tomorrow Advancing Life (full time)

- Responsible for developing high school Chinese reading and writing textbooks from 2011 to 2013, demonstrating strong skills in Chinese writing, proofreading, and editing.
- Responsible for developing extracurricular English reading materials for middle and high school students from 2013 to 2016, showcasing a thorough understanding of K-12 reading habits and relevant literature.



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Project Experience from 2022 to 2024

Subject	Description	Qty
Finance & Legal	More than twenty business plans	145K
	Ten audit reports	120k
	Five master share purchase agreements	118K
	Five shareholders' agreements	110K
	Six financial due diligence reports	106K
	Dozens of NDAs	89K
	Six financial due diligence reports	86K
	Five environmental, social and governance reports	78K
	Six memorandum and articles of associations	72K
	Thirteen financial service agreements	66K
	Five private placement memorandums	28K
	Meeting Minutes of two Software Company	24K
	Several corporate presentations	14K
	A report comparing PRC GAAP and US GAAP	6k
Marketing & Localization	VisionNav Product Catalog 2023	5K
	AGV Guidance for the Automotive Industry	5+K
	Newsletters for an AMR/AGV Supplier	12K
	Several Articles for a Bank	12K
	Trade show promotional materials for a coffee supplier	11K
	Brochure for a renewable energy company	4k
	Website of an investment bank located in Shanghai	5K
	Website of an AMR/AGV supplier located in Shenzhen	14K
IT & Tech	Transaction updates from an investment bank	21K
	Zero Trust Architecture	22K
	The Metaverse Overview	19K
	Blockchain Service - User Guide	16K
	Dedicated Host - User Guide	4K
	AI Governance for Balanced Development	7K
	Report titled <i>2021 State of the U.S. Semiconductor Industry</i>	10K
	Report titled <i>Let's Verify Step by Step' on AI</i>	8K
Subtitles	Data protection training	10K
	Overview of relational database service	12K
	Weekly videos from a Bilibili blogger teaching English	50+min
Other Areas	Several Ted speeches (volunteer)	40+min
	Two movies: <i>The Power of the Dog</i> ; <i>Spaceman</i> (volunteer)	200+min
	Surveys: Market research surveys; Survey on beauty and skin care product brands	6+k
	Education: Twelve personal resumes; English short stories for a tutoring company, Promoting materials for a Summer camp	22K
	Health care: Facial whitening device user manual	3K
	Media: Dozens of articles from Economist	15K

Specialities

- Finance and Legal
- Marketing
- IT and Technology
- Localization (Apps/Gaming/Website)
- Subtitling
- Literature and History
- Chinese traditional culture

Tools

- Trados Studio 2022
- MS Office
- MemoQ
- Xbench
- Aegisub

Capacity

- Capacity: 3,500 words per day
- Rates: To be agreed