

Liwei LIU

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EDUCATION EXPERIENCES

University of Bath 01 Sep. 2020 - 18 Nov. 2021
Master of Arts in Translation with Business Interpreting (Chinese)

Zhongnan University of Economics and Law, ZNUEL (211) 01 Sep. 2016 - 30 Jun 2020
Bachelor of Public Utilities Management

PROFESSIONAL EXPERIENCES

Sanyun Digital Technology Co., Ltd. - Junior Frontend Developer 03 Sep. 2025 - Present

- **Technical Documentation:** Read and maintain internal technical documentation in both Chinese and English, regularly consulting English-language resources including React and MDN documentation.
- **Page Development & Maintenance:** Develop frontend pages for recruitment apps via Vue3 and Element Plus.
- **Version Control & Collaboration:** Use Git for code commits and branch management.

Wuhan New Channel School - Overseas Education Consultant 07 Nov. 2023 - 30 Aug. 2024

- **Application Paperwork:** Wrote and designed student CVs, personal statements, and reference letters as per copywriting standards, successfully helping over 30 students obtain their dream offers in the UK and Malaysia.
- **Project Management:** Reviewed and facilitated student applications, maintained close communication with clients through regular follow-ups which ensured mutual understanding. Took prompt actions to mitigate risks related to refunds or complaints, and kept records and provided feedback as needed.

Uoffer Global (Wuhan) Co., Ltd. - Study-Abroad Consultant 07 Nov. 2022 - 11 Oct. 2023

- **Consultation Services:** Provided professional and comprehensive study-abroad consultation services and personalized program suggestions in light of applicants' preferences and the admission criteria of universities.
- **Writing Guidance:** Prepared over 500 high-quality materials, including resumes and personal statements according to the specific admission requirements. Assisted more than 100 graduates in obtaining offers from QS100 universities.

Shanghai Moonton Technology Co., Ltd. - Game Localizer 09 May 2022 - 31 July 2022

- **Game Localization:** Translated a total of nearly 200,000 Chinese characters into English words to facilitate the smooth implementation of game localization for the brand's marketing purposes internationally.
- **Project Management:** Effectively managed and implemented strict quality checks on outsourced localization content using the Jira platform, identifying translation errors and guaranteeing timely and high-quality deliveries.

SELECTED TRANSLATION PROJECTS

Project Name	Language Pair	Volume	Agency Name	Time Frame
Software User Agreements, Privacy Policies, Feature Descriptions	EN > ZH	250,000	NovaTech Global	Mar 2025 - Aug 2025
Research Reports, Questionnaires, User Profiles	ZH > EN	200,000	LanguageLine Solutions	Nov 2024 - Feb 2025
German Medical Device User Manuals, Installation Guides, FAQs	EN > ZH	200,000	Hogarth Worldwide	Aug 2024 - Dec 2024
Fund Prospectuses, Investor Notices, Risk Disclosures	ZH > EN	200,000	Language Scientific Inc.	Feb 2024 - Jun 2024
Software User Agreements, Privacy Policies, Feature Descriptions	EN > ZH	140,000	Andovar Pte Ltd.	Dec 2023 - Feb 2024
Procurement Agreements, Service Contracts, Confidentiality Agreements	EN > ZH	120,000	TransLink Translation Services	Jul 2023 - Oct 2023
Semiconductor Industry Reports	EN > ZH	125,000	Language Scientific	Jun 2023 - Sep 2023

SKILLS & OTHERS

Certificates: CATTI Level 2 Translation, CET-6

CAT Tools: SDL Trados Studio, MemoQ, Passolo, Memsource, XTM, & Verifika