

SOOYEON CHOI

English to Korean Translator (Native Korean)

CONTACT

Phone: +82-(0)10-4699-0228
Email: sychoitrans@gmail.com
PayPal: sychoitrans@gmail.com
Skype: sychoitrans@gmail.com
ProZ.com:
<https://www.proz.com/translator/3618409>

LANGUAGES

Korean (Native)
English (Fluent)

SPECIALIZING IN

Education/pedagogy
Marketing and research
Tourism and travel
General

CAT TOOLS

SDL Trados 2022 Freelancer
Wordfast Pro 5
MemoQ 9
Memsourc

COMPUTER SKILLS

Window 11
Adobe Acrobat
Microsoft Office 365
(Word, PowerPoint, Excel, Excess)

CERTIFICATES

[Microsoft Office Specialist: 2016 Master](#)
(Word, PowerPoint, Excel, Excess)
Second-Degree Teaching License certified by the Ministry of Education, Republic of Korea
English Reading Specialist
YL TESOL Certificate

LANGUAGE PAIRS AND RATES

English to Korean (per source word)

- Translation - \$0.04 up
- Proofreading - \$0.02 or \$15 per hour
- Daily capacity – 3000 words

SUMMARY

A **Professional Translator** with in-depth insights and knowledge in Education, Pedagogy, Marketing, Tourism & Travel. Known for displaying high standards, integrity, ownership, and confidentiality while always exceeding expectations. Outstanding academic achievements from prestigious institutions. Good communication skills with native fluency in English and Korean. A strategic thinker and a motivated individual, enjoy working hard.

WORK EXPERIENCE

FREELANCER TRANSLATOR

English to Korean Dec.2022 – Present
Translation

- Teachers' Policy and NDA of a language school
[Translators without Borders](#)
- LifeSTEPS (Life Skills Training and Education Programs)
 - JOBS Interest Assessment
 - Financial Priorities
 - JOBS Getting Back to Work
 - Stretch Your Dollar Tax Prep Page 1,2
 - The Easy Way to Get Five a Day
 - Stretch Your Dollar Groceries
 - Good Housekeeping Handouts
 - Exercise Your Way
 - Senior Safe Driving
 - JOBS Skills Matcher
 - Discover Your Career Interest and Skills
 - Stretch Your Dollar with Spring Cleaning Handout
 - Stretch Your Dollar with Spring Cleaning Lesson
 - Volunteering and It's Surprising Benefits
 - Wow Them with Application Cover Letters and Resumes

Revising

[Translators without Borders](#)

- Motu Economic and Public Policy Research
 - SurveyEmail2023
 - Survey Consent Form
- LifeSTEPS (Life Skills Training and Education Programs)
 - Thriving on a Fixed Income
 - Organizing Pantry and Meal Plan
 - Help at Home Finding the Right Support CM
 - Budgeting at your Fingertips
 - Budgeting at your Fingertips Handout Monthly Budget

Subtitling

- TEDxLondon <[Can video games help diagnose, monitor, and treat depression?](#)>
- TEDxSaoPaulo <[Superheroes in mental health need their superpowers](#)>
- Coursera Lectures: [over 15K words](#)

HOBBIES

Reading

Watching Netflix

Travel

- Cities visited: Toronto, Montreal, Quebec, Paris, London, Munich, Zurich, Rome, Venice, Vatican City, Sapporo
- Other travels: Banff, Victoria Island
- Cities of residence: Vancouver (10 months)

EDUCATION

DONGGUK UNIVERSITY | Dongguk Graduate School of Education **Seoul, Korea**

Master of Education | Major in **Curriculum and Education** (Concentration: **English** Education) 2021

NATIONAL INSTITUTE FOR LIFELONG EDUCATION **Seoul, Korea**

Bachelor of Science | Major in Home Economics (Concentration: Children and Families) 2014

MYONGJI UNIVERSITY **Seoul, Korea**

Bachelor of Arts | Major in **English Language and Literature**
Double Major in **Business Administration**

ENGLISH QUALIFICATION

YBMNET YBM CAREER CAMPUS **Seoul, Korea**

English Reading Specialist Program 2018

SOOKMYUNG WOMEN'S UNIVERSITY **Seoul, Korea**

YL (Young Learner) TESOL | Achieved **TESOL Certificate** 2017

OTHER EXPERIENCES

GWACHEON WONDERLAND LANGUAGE INSTITUTE
| JLS LANGUAGE INSTITUTE **Seoul, Korea**

English Instructor | ESL Curriculum

Sep 2017 – Feb 2019 | Mar 2019 – Feb 2020

- Played a pivotal role as an English Teacher to provide a subject matter of expertise in ESL English class; developed appropriate ESL English curriculum according to the level of students' academic achievements and prepared instruction materials/books.
- Created and adapted new lesson plans to ensure all students are learning in a promotive and productive environment; facilitated the class schedule and promoted students' learning and development; evaluated and documented students' learning progress.
- Established lesson plans and curriculum structure under the overall guidance of the competent institution policies and guidelines by engaging with individual students; carried out adoption & work towards the implementation of the curriculum/lesson plans.
- Taught and educated students according to the educational needs, abilities, achievement, and attainment potential of individual students; responsible for assigning work and reviewing/evaluating student's assignments; handled administrative & logistics duties.

REFERENCE

CLEAR GLOBAL

Ambra Sottile <ambra.sottile@clearglobal.org>