

CHENG SONG

English<>Chinese

Contact: +1 (831) 9209623 | chengs@middlebury.edu | Personal Site: sites.miis.edu/chengs/

SKILLS

Languages: English (Near-Native), Simplified Chinese (Native), Cantonese (Fluent), French (Basic)

Programming: HTML, CSS, JavaScript, Python; CAT Tools: SDL Trados, memoQ, Memsource, WorldServer etc

Others: Adobe Photoshop, Illustrator, InDesign, MS Office Software, Aegisub

EDUCATION

Middlebury Institute of International Studies at Monterey Monterey, CA

Master of Arts in Translation and Localization Management Candidate 09/2017-05/2019

Courses: Localization PM; Terminology Management; Multilingual Desktop Publishing; Website Localization etc.

Hong Kong Baptist University Hong Kong, China

Bachelor of Arts (Honors) in Translation, First Class 09/2012-05/2017

Minor in French and Communication Studies

Sciences Po Paris Paris, France

Academic Exchange: Certificate of Social Sciences and Humanities, Cum Laude 09/2015-05/2016

EXPERIENCES

Hengshui YingKeDongLi Internet Technology Service Co. Ltd Hengshui, China

An internet service company that provides website building, localization and SEO services for wire mesh manufacturers in China. Owned domains: www.wiremesh.org; www.china-hshui.com

Intern 12/2017-01/2018

- ◆ Conducted research into more than 30 SEO service providers in the world for costs, terms, cases and scopes of their services; suggested the most appropriate SEO company based on research
- ◆ Did research of competitors' SEO back link building practices
- ◆ Built websites of aluminum wire mesh using Dreamweaver; on-page SEO of those webpages

Tink Labs Limited Hong Kong, China

A leading startup company dedicated to integrating hotel services and travel information in a smart phone — “handy”

Editorial Intern 03/2017-07/2017

- ◆ Translated corporate marketing collaterals (website, product brochures, videos, investment pitch decks etc.), event advertisements and city travel guides from English to Simplified and Traditional (S&T) Chinese
- ◆ Copywriting of travel guides and event advertisements in English and S&T Chinese respectively
- ◆ Supervised the status of ordered translation services through OneSky, a localization platform
- ◆ Coordinated with proofreaders for reviewing more than 30 languages on spreadsheets
- ◆ Proofread and reviewed localized OS contents and published articles on device

Al Jazeera Media Network, Beijing Bureau Beijing, China

New Media Assistant Editor 05/2016-08/2016

- ◆ Translated articles and videos released by Al Jazeera English Official for weekly content delivery of WeChat official account; subtitled videos using iMovie and Aegisub
- ◆ Promoted cross-cultural understanding by translating new perspectives to Chinese readers, totally created nearly 30,000 pageviews and 258 likes of posts on WeChat.

Invotech Limited, HK Hong Kong, China

A non-profit do-tank dedicated to promote and support positive changes in Hong Kong through innovation and technology.

Marketing Intern

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05/2015-08/2015

- ◆ Translated Invotech's official website, providing accurate and expressive Chinese translation within the allotted time
- ◆ Compiled bilingual media posts for Invotech's Facebook and LinkedIn official accounts

VOLUNTEER ACTIVITIES

Translation Commons, *Project Manager*

01/2018-present

Indienova (Indie game platform in China), *Translator & Coordinator*

11/2017-present

Translators Without Borders, *Translator*

11/2017-present