

WILLIAM FOX

Interpreter

SUMMARY

Multilingual and extremely motivated to constantly grow professionally interpreter with over 6 years of experience seeking a full-time position to utilize language skills and knowledge.

PERSONAL INFORMATION

- Status: Single
- Date of Birth: January 13, 1978
- Hobbies: gym, football, swimming, traveling, cooking, camping
- Visited China, United Kingdom, France, Russia, Germany, Spain, Poland, Thailand, Japan, Korea

EDUCATION

University of Pink Lake

Bachelor's Degree in Chinese

CONTACT DETAILS

- Home: 123-456-7890
- Mobile: 123-456-7890
- hello@resumesbot.com
- www.resumesbot.com
- 123 Anywhere Street, Any City, State, Country 12345

WORK EXPERIENCE

Mandarin Interpreter

Integrated Translation Services. | 2018 - 2019

- Answered calls promptly and conducted interpretation in a friendly and professional manner
- Maintained a professional demeanor throughout the call
- Followed client instructions, in compliance with protocol to ensure client expectations are met with the Limited English-speaking Person (LEP), avoiding interaction with the LEP without client's permission

Freelance Interpreter

Target Corporation | 2016 - 2018

- Dispatched to client request locations on a daily basis
- Provided stellar customer service to clients
- Recorded and compiled daily interpreter encounters by submitting data

SKILLS

- Ability to work with limited supervision
- Fluent in Mandarin
- Fluent in English
- Fluent in Russian
- Ability to comprehend and communicate complex verbal information in Mandarin, English and Chinese to medical center staff, patients, families and external customers
- Knowledge of MS Office and other word-processing software