

#320 E1z, Street 217, Sangkat Orrusey II,
Khan 7 Makara, Phnom Penh, Cambodia.
E-mail: kimhong.infor@gmail.com
Tel: (+855)70700789
July 10th, 2018

Khmerload

192, ST.63, Phnom Penh

Dear Human Resources, Khmerload:

I am pleased to submit my application for the position of **Content Writer (Health and Knowledge)** currently available at **Khmerload**. Along with my languages knowledge and job experiences in translation and computer savvy, I am certain in my ability to become a vital member of **Khmerload**.

Based on your requirement for this position, following are some highlights of my personality and skills which will be an asset for your company:

- Experience in translating subtitle, movies description, synopsis, video trailer, poster, schedule, website, document from English to Khmer and vice versa for **3 years and 6 months**
- Proficiency in typing both English and Khmer Unicode
- Computer Savvy
- Confident communicator with outstanding interpersonal skills.
- Good sense of humor and an open and warm approach.
- Self-motivated with demonstrated ability to work independently as well as in a team environment
- Demonstrated analytical and problem-solving skills

Furthermore, I have an excellent attention to detail, calm and flexible approach. The attached resume details my relevant job experience in translation and many other qualifications which can be very beneficial for the company.

As a friendly and confident candidate who has a passion in **Content Writer (Health and Knowledge)** field, I would welcome the chance to meet with you in person to discuss how my education and skills would be beneficial for **Khmerload**. If you need any additional information in the meantime, I can be reached at (+855)70700789 or via email at [kimhong.infor@gmail.com].

Thanks for your time and consideration. I look forward to hearing from you.

Yours faithfully,

Kim Hong

CURRICULUM VITAE



Mr. Kim Hong

Address: #320 E1z, Street 217, Sangkat Orrusey II, Khan 7 Makara, Phnom Penh, Cambodia.

Telephone: (+855)70700789

E-mail: kimhong.infor@gmail.com

Objective: Content Writer (Health and Knowledge)

PERSONAL DATA

Sex: Male

Date of Birth: 16 08 1993

Place of Birth: Sangkat Orrusey II, Khan 7 Makara, Phnom Penh, Cambodia

Nationality: Cambodian

Marital Status: Single

EDUCATIONAL BACKGROUND

2017: Bachelor Degree in English Literature, Institute of Foreign Languages (IFL)

2009: Advanced General English, Singapore International School (SIS)

2011: High School Diploma, Bak Touk High School

WORK EXPERIENCE

August 2017 – July 2018: Translator, Creative Translation Service Co., Ltd.

February 2015 – August 2017: Translator, DTV STAR Co., Ltd (Digi)

VOLUNTEER WORK

2014 – Volunteering in Fulbright and Undergraduate State Alumni Association of Cambodia (FUSAAC)

LANGUAGES

-English: Good

-Khmer: Native language

Computer software knowledge

-Office Program: MS Word, Excel, Power Point

-Set Up Window, Download, Upload, Torrent, LinkedIn, Telegram, Line, Facebook, Instagram

-Computer savvy

Personality

-Honest, fast learning, analytical, team player

HOBBIES

- Playing sports, reading books and news, & listening to music

REFERENCE

Mr. Oudom Rachana

POSITION: Managing Director, Creative Translation Service Co., Ltd.

TEL: (+855) 12-2345-97

E-mail: orachana168@gmail.com

Mr. Poch Vicheka

POSITION: Senior HR Recruiter, Amret

TEL: (+855) 70-770-748

E-mail: Vicheka.poch@amret.com.kh



គុណភាព គិតប្រសិទ្ធភាពជាមុន
Quality & Effectiveness First

CREATIVE TRANSLATION SERVICE CO., LTD

Address: House No. 40A, Street 454, Sangkat Tuol Tumpoung II,
Khan Chamkar Morn, Phnom Penh, Kingdom of
Cambodia

Tel: 012 2345 97/016 4 34567

Email: orachana168@gmail.com/info@creativetranslate.com

Website: www.creativetranslates.com

31 July 2018

To Whom It May Concern:

I would like to recommend that **Mr. KIM HONG** as a candidate for a position with your company or organization. In his position as a subtitle and movie translator, **HONG** was employed in our office from 01 August 2017 to 31 July 2018.

HONG did an excellent job in this position as a valuable asset to our company during his tenure with the office. He could work in synergy and independently and is able to effectively deal with all multi-tasking jobs to ensure that all jobs assigned are completely done in a timely and professional manner.

He would be an asset to any employer and I hereby recommend him for any endeavor he chooses to pursue.

This recommendation letter is issued to **Mr. KIM HONG** for any legal purpose where it may serve.

Should you have any queries about him, don't hesitate to contact me directly through:

Tel: 012 2345 97 or email: orachana168@gmail.com.

Yours truly,



OUDOM RACHANA
Managing Director

The Royal University of Phnom Penh



សាកលវិទ្យាល័យភូមិន្ទភ្នំពេញ

Upon the recommendation of the Academic Board

យោងតាមយោបល់របស់ក្រុមប្រឹក្សាសិក្សាធិការ

Dated 24 / 08 / 2017

ចុះថ្ងៃទី ២៤ / ០៨ / ២០១៧

has conferred upon

ប្រគល់ជូន

KIM HONG

គីម ហុង

born on 16 August 1993

កើតថ្ងៃទី ១៦ ខែសីហា ឆ្នាំ១៩៩៣

the degree of

Bachelor of Education

បរិញ្ញាបត្រ អប់រំ

in English

ជំនាញ ភាសាអង់គ្លេស

in recognition of the fulfillment of all the requirements for this degree.

ដែលបានបំពេញគ្រប់លក្ខខណ្ឌសម្រាប់សញ្ញាបត្រនេះ។

Phnom Penh, Kingdom of Cambodia

ធ្វើនៅរាជធានីភ្នំពេញនៃព្រះរាជាណាចក្រកម្ពុជា

14 November 2017

ថ្ងៃទី ១១ ខែវិច្ឆិកា ឆ្នាំ២០១៧

សាកលវិទ្យាល័យភ្នំពេញ

ប្រធាន ក្រុមប្រឹក្សាភិបាល

Recteur of the University

Chair. Board of Trustees



DR CHHET CHEALY



TEL : 17315 01753



គីម ហុង