

## Sample Résumé

---

### Sim Ngezahayo

333 Smith Street, Winnipeg, MB  
sim@companyname.com

---

### Professional profiles

ProZ.com/Sim-Ngezahayo  
LinkedIn.com/Sim-Ngezahayo

---

### Career Summary

10 years of proven experience in the language industry specializing in the medical translation and localization.

---

### Work Experience

2014 – Present

#### **Golden Lines Translation, Inc.**

- Translation and Localization Project Manager
- Quality Assurance (QA) of linguistically validated projects

2005 – 2009

#### **Société des Mille Collines (SMC)**

- Store Manager
  - Responsible for client and accounts management
  - City-wide Human Resource management
  - Accounts receivable and reporting
- 

### Education

#### **National University of Rwanda**

B. A. in Translation and Interpretation Studies, 2012.

---

### Extracurriculars

- Hands-on computer technology skills.
  - CAT Tools such as MemoQ, Lokalise, OmegaT, Java, and MS Suite.
  - Bestselling Author of *Essentials of Career Management for Language Professionals*.
-