



# JOHN MOKAKE

Translator and Customer Service

## CONTACT

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Al barsha 1 MOE, Dubai

## EDUCATION

2017 - 2021

SHIJIAZHANG UNIVERSITY

- Bachelor in Civil Engineering
- GPA 3.8/4

2018 - 2019

SHIJIAZHANG UNIVERSITY

- Chinese language proficiency (HSK)

## SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

## LANGUAGES

- Chinese
- English
- French
- Thai

## PROFILE

Highly skilled with 3 years experienced as Translator, with a strong background in translating legal documents from Chinese to English bringing forth an excellent command of these language, and a track record of impeccable proofreading, editing and translating. Adapt in accurately assessing the context of material, and translating it in an understandable and appropriate way. Highly skilled in legal terminology and processes, helping clients to better understand their rights and position. Bringing on a positive work ethic and a commitment to efficiency and integrity.

## WORK EXPERIENCE

### MARSGO TECHNOLOGY

MAY 2023 - PRESENT

Manager and team leader

- Develop and execute comprehensive marketing strategies and campaigns that align with the company's goals and objectives.
- Lead, mentor, and manage a high-performing marketing team, fostering a collaborative and results-driven work environment.
- Monitor brand consistency across marketing channels and materials.
- Resolve issues associated with translation, localization, and culture

### Dubai Digital Park

2022- 2023

Translator and team leader

- Convey system defiance to the technical department team
- Resolve computer software issues and installing necessary softwares
- Performing interview for new interns
- Translating directives to the staff on how to deal with customer service problems.
- Reply to customer inquiries with an accurate explanation and polite form
- Develop and maintain strong relationships with partners, agencies, and vendors to support marketing initiatives.