



# Julianna S. Wang

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## PROFESSIONAL SUMMARY

Gifted Interpreter with aptitude for conveying emotion, style and content of Mandarin and English speakers. Bringing in-depth knowledge of cultural context and idiosyncrasies. Proven to provide translations quickly and accurately developed over 5 years of professional experience and 20 years speaking English.

## SKILLS

- Document Conversion
- Reading Comprehension
- Creative Solutions
- Consecutive Translation
- Active Listening
- Live Interpretations

## WORK HISTORY

### INTERPRETER

10/2019 to CURRENT

#### Law Offices Of Heaven And King | Remote/Los Angeles

- Utilized active listening skills and cultural sensitivity to convey accurate interpretations between 10-15 appointments a week
- Communicated with clients to understand interpreting needs and provide best service possible.
- Interpreted remotely through video conferencing or phone to facilitate communication between parties unable to meet in person.

### CHINESE INTERPRETER /PERSONAL INJURY PARALEGAL

03/2020 to 11/2020

#### The Law Office of Gene J. Goldsman | Los Angeles, CA

- Oversee translation of materials and conversation between client and attorney in up to 10 meetings a week.
- Picked up cues from individuals regarding level of understanding or need for clarification.
- Interpreted with highest degree of accuracy and completeness.

### INTERPRETER

01/2020 to 03/2020

#### Tang & Associates, Law Corp | Los Angeles, CA

- Utilized active listening skills and cultural sensitivity to convey accurate interpretations.
- Communicated with clients to understand interpreting needs and provide best service possible.
- Prepared for interpreting tasks by researching and gathering information about tasks beforehand.

**OPERATIONS MANAGER AND PERSONAL ASSISTANT** 09/2017 to 05/2019

**Big Grill Mongolian BBQ | Mission Viejo, CA**

- Supervised operations staff and kept employees compliant with company policies and procedures.
- Oversaw personal and professional calendars and coordinated appointments for future events.
- Maintained appropriate filing of personal and professional documentation.
- Acting liaison between ownership group and staff

**INTERPRETER AND PARALEGAL** 02/2017 to 07/2017

**The Law Offices of Victor Wu | Los Angeles**

- Interpreter for Chinese for clients and Personal Injury paralegal
- Internship

**EDUCATION**

**ABA-approved Paralegal Certificate  
UCI**

Commercial English

**Beijing International Relationship**