

KYUNGAE SONG-LONGBOTHAM

8112 WEST MERCER WAY, MERCER ISLAND, WA 98040

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OBJECTIVE Position as a Translator / Interpreter

HIGHLIGHTS OF QUALIFICATION

- * Fluent in Korean and English
- * Minnesota Supreme Court Qualified Court Interpreter
- * WA State Certified Medical/Social Interpreter
- * Sound interpersonal skills in multinational environment
- * Strong practical and the theoretical foundation in improving customer service and relations
- * Desk top publishing and word processing skills

EXPERIENCE FREELANCE INTERPRETER / TRANSLATOR
FEBRUARY 1979 TO PRESENT

CHIEF PURSER

OCTOBER 1974 TO SEPTEMBER 1995

Cathay Pacific Airways, Hong Kong

Supervised flight crew of 22 people of twelve different nationalities.

Assured optimum customer service standards. Oversaw flight operating procedures, including preflight briefings, in-flight safety, in-flight service. Liaison between ground services, passengers, pilots, and company management.

ADMINISTRATIVE ASSISTANT

MARCH 1973 TO OCTOBER 1974

Boeinger Ingelheim, Seoul, South Korea

Provided administrative assistance to the General Manager. Including, Korean/English/German translation, office management.

EDUCATION

Bachelor of Arts, German Literature

Ewha Women's University, Seoul, South Korea.

Certificate of Education, German Literature

Ewha Women's University, Seoul, South Korea.

Interpretation training in hospital setting, University of Minnesota

