



Curriculum Vitae

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Skype name	nagoyqatsi
Date of birth	July 19, 1967
Place of birth	Bad Godesberg, Germany

Work experience

09/2011-present

freelance work as a translator (JP↔EN↔DE)

Linguistic Studio Coco Logos (trade name), Nagoya, Aichi, Japan

- translation (JP ↔ EN ↔ DE) of general and technology-related documents of all kinds (mainly for machine manufacturers, IT/semiconductor companies, automotive manufacturers, and online retailers of clothing and furniture)
- editing, layout, and formatting (highly skilled in MS Word)
- proofreading and correction
- interpreting (JP↔EN, JP↔DE) (mainly for machine manufacturers and material research)
- other linguistic and research services on request

01/2006-08/2011

translation coordinator for technical communication (full-time)

[disclosure of company name not permitted] (general technical service provider), Nagoya, Aichi, Japan

- overall duties for translation of technology-related documents of all kinds into various languages (mainly for machine manufacturers and IT/semiconductor companies; involved into duties at all stages, from inquiry through post-delivery modifications: quote calculation, translation work, editing & layout, selection and support of freelance translators, process management, proofreading, correction, QC)
- interpreting (JP↔EN, JP↔DE) (for visiting engineers)
- on-site translation and editing support for documentation of major IT company
- translation (JP→EN, JP→DE) of tourism & travel related information (brochures and websites of hotels and sightseeing facilities, e.g. in Central Japan and Mie Prefecture) for affiliated travel agency
- planning and implementation of conversational German lessons, website administration for affiliated language school

10/2005-12/2005

search for employment in Aichi Prefecture

03/2005-09/2005

driver and car coordinator at **Expo 2005 Aichi – German Pavilion Kölnmesse International GmbH (Cologne, Germany)**

& JAC Temp Service, Nagoya branch, Nagakute, Aichi, Japan

- transport and tourist guidance of VIP guests
- car maintenance, contact to car-owning companies
- scheduling of drivers
- messenger errands
- translations, interpreting

08/2003-02/2005

freelance work as a translator (JP↔EN↔DE)

Bonn-Bad Godesberg, Germany

- automotive industry, advertising / media

and simultaneously

office assistant

Heinz Schumacher Industrievertretungen (trade and sales representation for industrial supplies), Bonn-Bad Godesberg, Germany

- purchase, sales, shipping duties

- 07/2000-07/2003** **Coordinator for International Relations (CIR)**
Inuyama City Hall, Tourism & Exchange Division
Inuyama, Aichi, Japan
- 🇩🇪 translations and interpreting
 - 🇩🇪 hosting to visiting delegations
 - 🇩🇪 presentation of German culture
 - 🇩🇪 planning and teaching of language classes
 - 🇩🇪 organization and guiding of a study tour
 - 🇩🇪 monthly essays in the city administration's bulletin, "*Koho Inuyama*"
 - 🇩🇪 articles and translations for the five-language "*Inuyama Newsletter*", chief editor as of April 2002
 - 🇩🇪 exchange with Inuyama residents during events
 - 🇩🇪 co-organization of events with various volunteer groups
- 07-09/1999** **internship and home stay** (during semester break)
Shiojiri City Hall, Bulletin & International Group
local office "*Nagano Nippo*" newspaper
Shiojiri, Nagano, Japan
- 🇩🇪 Shiojiri City Hall: study of city administration's organization, translations, help with events, company visits
 - 🇩🇪 "*Nagano Nippo*": research for and writing own articles in Japanese
- 09-10/1992** **internship** (internship during semester break)
Risomesa S.p.A. (maker and distributor of graphite and powder metallurgical products)
Milan, Italy
- 🇩🇪 Italian-English translation of quality control manuals
- 1991-1994** **part-time work** (during semester breaks)
Heinz Schumacher Industrievertretungen GmbH
Bonn-Bad Godesberg, Germany
- 🇩🇪 purchase, sales, shipping duties
- 08/1987-03/1988** **part-time position**
Heinz Schumacher Industrievertretungen GmbH
Bonn-Bad Godesberg, Germany

Compulsory military service

- 04/1988-06/1989** **Bundeswehr (German federal army)**
Lahnstein, Germany

Educational background

- 07/2000** **university diploma (equivalent to master's) in Translation Studies**
Bonn University, School of Oriental Languages
- 🇩🇪 title of final thesis: "Einblick ins Pantheon des japanischen Shingon-Buddhismus" ("Presentation of Deities in Japanese Shingon Buddhism")
 - 🇩🇪 overall result: 1.9 (B)

- 10/1994-07/2000** **Translation Studies**
Bonn University, School of Oriental Languages
🇯🇵 major subjects: Japanese, English; minor subject: Comparative Study of Religions
- 10/1991-09/1994** **study of Business Administration**
Passau University
🇯🇵 language classes in English, Japanese, and Italian
- 08/1989-07/1991** **professional training as an *Industriekaufmann* (“industrial merchant”, i.e. office clerk in manufacturing sector)**
Ringsdorff-Werke GmbH (presently SGL Carbon AG and GKN Sinter Metals Components GmbH; makers of graphite and powder metallurgical products), Bonn-Bad Godesberg, Germany
Friedrich-List-Berufsschule (professional school), Bonn-Bad Godesberg, Germany
- 1978-1987** **Aloisiuskolleg** (high school), Bonn-Bad Godesberg, Germany
1974-1978 **Katholische Grundschule Plittersdorf** (elementary school), Bonn-Bad Godesberg, Germany

Experience studying abroad

- 09/1997-08/1998** **intensive language course at Waseda University’s Japanese Language Center**, Tokyo, Japan
- 09-10/1995** **language course at Tokyo Nihongo Center**, Tokyo, Japan
- 08/1984-06/1985** **exchange student at Chamberlain High School**, Tampa, FL, USA

Foreign languages (year first studied, level)

1991	Japanese	fluent
1991	Italian	intermediate
1982	French	intermediate
1980	Latin	intermediate
1975	English	native level

Other skills

- PC software applications** Microsoft Office 2000, 2003, 2007, 2013, 2016, 365; Trados 2006, 2007, Studio 2009, 2011, 2015 (translation memory tool); Adobe Creative Suite (InDesign, Illustrator, Photoshop); Acrobat Professional; PageMaker; FrameMaker; Dreamweaver; Ichitaro; etc.
- 08/2002** Japanese driver’s license (transcript of German license)
- 12/1996** Japanese Language Proficiency Test, level 3
- 02/1986** German driver’s license (transcript of Florida license)
- 01/1985** Florida (U.S.) driver’s license
- Interests and hobbies** Japanese culture (philosophy, martial arts), computing & internet, golf, karaoke, cooking & dining, etc.

Nagoya, February 10, 2022