

## **Curriculum Vitae**

**John Bunch**

German to English Translator

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### ***EDUCATION***

Degree in German Translation (Akademisch-geprüfter Übersetzer, AGÜ), Johannes Gutenberg Universität Mainz, School of Linguistics and Cultural Studies, Germersheim, Germany, 5/96

Paralegal Certificate, Roosevelt University, Chicago, Illinois, 5/89

Bachelor of Arts in International Relations, Beloit College, Beloit, Wisconsin, 5/88

### ***WORK EXPERIENCE, 1996-PRESENT***

- **Freelance translator for German to English (2007 to present).**

Translate for agencies and clients in Europe and the U.S.: translation of legal documents, technical and engineering documents, commercial documents, resumes, website text, professional certificates and marketing documents.

- **Adjunct lecturer for German (2008 to present), Southern Methodist University (SMU), Dallas, Texas.** Teach undergraduate and graduate German (first and second year), including a summer intensive German course for graduate students.

- **In-house translator and technical writer for SAP Corp., Walldorf, Germany, and Irving, Texas (1996 to 2007).**  
Translated software user texts and documentation from German to English. Edited and proofread software texts and end-user documentation. Translated corporate and managerial correspondence and marketing materials from German to English. Localized German software product for the international market.
- **Taught translation and interpreting courses (1994 to 1996) at University of Mainz, Germansheim, Germany.** Taught legal terminology, English conversation, and co-taught Conference Interpreting (German and English interpreting).

### ***COMPUTER SKILLS AND EQUIPMENT***

Full Microsoft Office 2008 for Mac suite (MS-Word, MS-Excel, MS-Power Point) running on Apple Mac. OmegaT CAT tool. SendThisFile for large documents. Very proficient with Internet and Google.