

**Seta Alexanian**  
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**OBJECTIVE:**

An experienced and motivated Linguist, Interpreter and Translator with proven track record, seeking a challenging employment opportunity

**EDUCATION:**

Ain Shams University, Cairo, Egypt,  
Bachelor Degree in English Literature

**LANGUAGES:**

Fluent in English, Arabic, Armenian

**PROFESSIONAL EXPERIENCE:**

**Free Lance Interpreter:**

**Arabic to English**  
**English to Arabic**  
**Armenian to English**  
**English to Armenian**

**Experience in Depositions' Interpreting.**  
**Contracts through Translation Agencies through Proz.com.**

**AYA (Armenian Youth Association)**

6884 Oakdale Avenue,  
Canoga Park, CA 91306  
2004 till present:

Translating letters, documents and forms from Armenian to English and from English to Armenian.

## **Solar Water and Power (Solar Thermal)**

West Los Angeles

Project Manager

June 2014 – Present

- Managed installation of Commercial and residential installations through City inspection and interconnection
- Negotiated with manufacturers and suppliers to obtain ongoing discounts as high as 40% for solar thermal products.
- Worked closely with design engineers to ensure timely and accurate producing of plans.
- Continuous and close communication with various city officials for obtaining mechanical and structural permits and for city inspection sign offs.

## **Sun Integration *formerly California Green Designs* (Photovoltaic System Integrator)**

Encino, CA

Production Manager

Feb 2004 – Jan 2013

- \$20M of photovoltaic commercial projects installed annually by managing three installation crews, design team and overseeing purchasing, customer service and overall project budget and timing:
- Obtained \$5M annually in rebates from SCE, LADWP, Glendale, Pasadena, and other utilities by managing and monitoring the application process.
- Managed \$2M of residential projects annually from the point of sale through interconnection.
- Developed expertise in solar procurement by negotiating and purchasing photovoltaic products (including modules, inverters and racking) from manufacturers and distributors.