

# SEAN W. CHOI

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## PROFILE

- Senior specialist for project management over 10 years specialized in localization industry.
- Excels in the creative leadership of refining project management support along every step of the resource planning to improve productivity, quality, and efficiency.
- Teamwork-oriented with excellent interpersonal communication skills to share idea and information.
- Strong outsourcing and negotiating skills in regard to cost, quality and capacity.
- Well organized and proven ability to manage multiple projects with conflicting priorities in a fast paced environment.
- Technically proficient in Microsoft Office and relevant tools (e.g Trados & SDLX) utilized in localization industry.

## SKILL AREAS

- Project Planning / Estimating
- Resource Development / Procurement
- Team Building / Leadership
- Effective Communication Skills
- Resource Qualification Assessment
- Resource & Project Management
- Understanding of Business Functions
- Presentation Skills

## PROFESSIONAL EXPERIENCE

**Sales / Freelancer Project Manager of Professional Language Service** 2010 – Current  
**Translator**

- HP Officejet, Deskjet, Photosmart AiO Printers (EN-KO 230K words, 2012. 3 ~ Current)
- Intel Brochure and website Marcom (EN-KO 120K words, 2013. 5 ~ Current)
- FujiXerox User Manual (EN-KO 110K words, 2012. 9 ~ Current)
- Citrix Sales Articles (EN-KO 50K words, 2010. 4. ~ 2015.7)
- IBM Proposals (KO-EN/EN-KO 250K words, 2010. 7 ~ 2011. 3)
- IBM CIO/CEO Study (EN-KO 20K words, 2010. 1 ~ 2010. 12)
- IBM Servers (EN-KO 35K words, 2010. 3 ~ 2011. 3)
- Maple Story Game (KO-EN, 2013. 2 ~ 2013. 7)
- MathWorks QA Language Lead (EN-KO, 2012, 10 ~ 2013. 5)
- Doosan HI (KO-EN 55K words 2011.01 ~ 2011.10)
- COMAS Proposals (KO-EN 45K words 2012. 10 ~ 2012. 11)
- Samsung SEC Technical Proposals (KO-EN, 20K words, 2010. 7 ~ 2010. 11)
- Marcoms - Netiza, Sybase, NI, PTC, Adobe, Honeywell, Informatica, Openwave
- Manuals - Pelco, Panduit, CEREC, Barco, Panasonic, Sony

**ISIS KOREA, INC., Seoul, Korea** 2005 – 2009

**Sales / Project Manager / Overseas Communication & Resource Procurement Support**

Responsible for enhancing project teams and processes by developing, procuring, and managing resources to secure external translation service with successful team work.

- Developed standard outsourcing models and language solution processes for SAP, Infor and LDCC, resulting in multi-year contract with cost savings of 5% and subsequent annual revenue growth by 15%.
- Directed procurement from alternative sources to make successful delivery for various projects including Sun Microsystems, IBM, and Fuji Xerox.
- Awarded with Innovation Prize for remarkable contribution to achieve target revenue by demonstrating innovative methods to procure resources to support successful project delivery in 2008.
- Resolved issues on resource procurement and schedule management with vendors, resulting in win-win negotiation of unit costs, capacity and quality control for on long term partnership.
- Demonstrated strong leadership in negotiating vendor contract to support major subcontracting projects.

**PROLANGS, INC., Seoul, Korea** 1999 – 2005

**Project Manager** (Jan. 2004 - Mar. 2005)

- Contributed 40% of annual revenue for language service at overall 97.8% of high quality level by performing efficient procurement of resources and project management for large project in 2004.

- Contracted and managed 13 international vendors for global localization projects of LG OTIS, Thyssenkrupp and Hyundai Heavy Industrial, Inc.
- Collected and analyzed vendor costs and made hedge buying decisions to profit from low budget.
- Supported resource assessment for qualified freelancers and international vendors for win-win partnership.
- Reported and communicated with MLVs (LBT & SDL) for successful project process and delivery.
- Expedited project management for special orders and increased productivity by developing and utilizing MS Access database.

***Resource Support / Project Management*** (May. 2001 - Dec. 2003)

- Contributed 20% of outsourcing cost reduction and improving 15% of productivity of vendors by developing and automating resource management database.
- Negotiated cost and led win-win partnership with vendors in a long term.
- Hired, trained and supervised freelancer translators and made contract with vendors.
- Proposed with new cost saving reports and strategic resource planning for senior management.
- Performed leadership and training for localization tools and made troubleshooting.

***In-House Translator / Quality Assurance Manager*** (Mar. 1999 - Feb. 2001)

- Resolved quality issues with vendors to improve productivity by 30%.
- Assessed and managed quality levels for translation team members and vendors collaborating in the projects.
- Consulted with clients about management and improvement of localization quality and collaboration process.
- Developed assessment and quality control criteria for localization.

## **EDUCATION**

- Marketing eMBA with the 2nd Award of Academic Achievement, Hunet Institute, Seoul, Korea. (2010)
- eMBA, Hunet Institute, Seoul, Korea. (2009)
- B.S., Management Information Systems, University of Alabama, Tuscaloosa AL USA (1993)

References available upon request