

# Hayeon Lee (Korean Translator and Interpreter)

Address: 660 Augusta Ct. Berwyn, PA 19312, USA Cell: +1 831-235-9657  
Deputy Chair of the Grading Committee for ATA English-Korean Translator Certification Test  
U.S. State Department Contract Translator and Interpreter

## Translation & Interpretation Experience (only major projects are listed)

- Korean PATRIOT Program Management Review - consecutive interpreting and onsite translation in Daegu
- AgustaWestland – consecutive interpreting and translation on helicopter inspection and purchase contract negotiation
- IBM – translation of subtitles for marketing, product training and strategy videos
- Verizon – translation/editing/LQA of marketing contents
- DIRECTV – Website localization (package and channel lineup, customer service, tech support)
- Disney – translation/editing/LQA of market research survey questions and responses
- Volvo Polestar (Hybrid and 100% EV) – editing of website, blogs, email and newsletters
- Chrysler – translation of JEEP Wrangler brochure and editing of JEEP Cherokee brochure
- GM – translation/editing of Owner's Manual for GM Camaro and HR training PPT
- Hyundai Motors – translation of mechanics and operation manual of trucks to be sold in Europe
- DISH Network – translation of Korean programming for Korean American customers
- Seagate – editing hard-disk product description (Barracuda, Savvio, etc.), website and marketing contents
- Rambus (interface solution provider) – editing interface solutions product description
- GoPro – translation/editing of manuals and marketing materials for cameras, drones, apps and accessories
- PayPal website – editing PayPal Lite site in Korean and reviewing glossary
- Dropbox / HelloSign – translation/editing/LQA of web, email, help center, legal (terms of use) and integration
- Nespresso, Lululemon, Marriott, Zwiift, DivaCup – Digital marketing transcreation
- Zendesk – translation/editing of help center contents
- Rakuten – editing of legally-binding business codes policies
- GlobeWire – editing of NASDAQ companies' press release
- Tyco (electronic security solution provider) – translating and editing the employee training materials
- iWatt (electric power management co.) – translating the company website
- HP and IBM – translating and editing the employee training materials
- QUIP.com – translation and editing of the company website and mobile app contents
- VMware – translation of Virtualization training video script for employees
- Bulova – translation of watch product marketing and online training material
- Universal Studio in LA – translation of guest information leaflets
- GE – glossary preparation and translation of Automotive Diagnostic System
- Hyundai-Kia Motor EU Round Table 2010 – simultaneous interpreting on strategies in the EU market
- Philips Lighting USA Global Media Briefing – simul and consec interpreting for Korean media
- Southco – simultaneous interpreting on latch business sales strategy conference
- Starbucks HQ & Shinsegae – simultaneous and consecutive interpreting for meetings
- Mannatech's MannaQuest Conference 2010 – simul interpreting on marketing strategies and prospect
- Sungevity - simultaneous interpreting for CEO Danny Kennedy on alternative energy
- ESM Group – consec interpreting for metal powder manufacturing plant building and related technology
- Sonoma Wine Company – translation of private label program marketing materials
- Soroptimist – translation of Bylaws, marketing documents, election materials, biennial conference materials
- Lieberman Research Worldwide – translation of marketing research survey instruction and questions
- Straumann – translation of General Terms and Conditions
- Bloomberg – translation of Stock Index Data Service Agreement
- AIG Asset Management – translation of Services Agreement and Investment Service Agreement
- Merck – translation of Employee Bonus Scheme and Share Plan
- Otsuka Pharmaceutical – translation of Clinical Trial Protocol on Aripiprazol drug
- Christopher & Dana Reeve Foundation - translated its publication "Paralysis Resource Guide"
- Janssen – translation of IFU (Prefilled Syringe, Invega Sustenna) and clinical trial documents (Ustekinumab)

- Abbott Medical Optics – Editing of Ophthalmology E-Learning modules
- Genentech – translation of Trial Protocol on GDC-0941/GDC-0980 (breast cancer treatment)
- Bristol-Myers Squibb – translation of the patient instruction for Hepatitis B medicine Baraclude
- Weill Cornell Medical College – translation of Consent Form for Clinical Trial on Myelofibrosis
- MD Anderson Cancer Center – editing of Blood and Tissue Samples from Patients with Lymphoma
- VMR - Vitreous, Macula and Retina (ophthalmology) treatment translation
- ClearView Healthcare Partners – Telephonic interpretation for the market research firm and doctors in Korea
- US FDA (through US State Dept) – consecutive interpreting for Medical Device inspection
- US FDA (through US State Dept) – consecutive interpreting for Food Inspection/Audit on beverage/seafood
- L’Oreal SkinCeuticals – consecutive/simultaneous interpreting for seminars with Korean dermatologists
- Medicare HMO – translation of Evidence of Coverage complete booklet
- Laerdal – editing of the medical device company’s website and mobile app contents
- Barclays and LG Chemical – translation of litigation-related materials
- T-Mobile – translation of Customer Service Agreement
- Medivators – translation of Product Limited Warranty, FCPA questionnaire and certifications
- EMI and YG Entertainment – translation of Business Agreement between the two entertainment companies
- Textron – translation for Consultant Agreement
- Wyeth – translation of Lease Agreement
- Samsung Electronics – translation of Basic Transaction Agreement between Samsung and Amkor Tech
- MAN Investment Group – Hedge Fund products and asset managers marketing PPT materials
- JANUS Capital Group – U.S. Equity Mandate strategy proposal for Korea Post Savings
- Fortress Investment Group (Hedge Fund) – translation of financial marketing PPT material
- Grant Thornton – Valuation and financial due diligence service proposal to Samsung Life Insurance
- Metlife – translation of life insurance, insurance claim report and finance planning marketing materials
- Swiss Re – translation of Best Practice in Reinsurance Business for Insurance companies in Korea
- Ernst & Young – editing of monthly financial and investment reports
- J. P. Morgan – translation of custody service documents to be submitted to National Pension Service
- Hanshin Mutual Savings Bank – translation of Auditor’s report on Financial Statements
- Scotia Bank – translation of personal loan service marketing materials
- Citigroup – translation for internet domain name dispute arbitration
- Chase – translation of credit application and home mortgage service marketing materials
- New York Life – translation of finance planning marketing PPT presentations
- Hyundai Marine & Fire Insurance Co., Ltd. – translation of property re-/insurance-related documents
- Hyundai Marine’s IR and PR video – subtitle translation
- A.M. Best – translation of Hyundai Marine’s credit rating assessment documents (300 pages)
- IBM – simultaneous interpreting for IBM Partnerworld Leadership Conference
- IBM HQ – simultaneous interpreting for Smarter Cities Challenge Summit
- IBM HQ & Doosan Group – simultaneous interpreting for Global Benchmarking for Doosan Group
- IBM NC & Standard Chartered First Bank – consecutive interpreting for Data Center
- VMware – simultaneous interpreting for Hybrid Cloud Solution marketing strategy conference
- NVidia’s NVision Tech Conference – simultaneous interpreting for keynote speeches
- Akamai Edge Conference – simul interpreting for global online businesses and tech professionals
- Brocade Technology Day (for investors and international press) – simul interpreting on cloud computing
- US State Department – interpreting for International Visitors Leadership Programs (IVLP) on high school college counselors (2022), the Future of Korea-US FTA (2019), women’s economic empowerment (2019), domestic violence prevention (2018), coding education (2017), anti-corruption (2017), energy security (2016)
- CTB/McGraw-Hill – consecutive interpreting for meeting with Korea Institute of Curriculum & Education
- Deposition consecutive interpretation for Automobile Insurance, Personal Injury and W/C claims
- LG Electronics – consecutive interpreting for meetings on product customer concerns
- Project Management Institute (PMI) – Project Manager accreditation exam text
- DHL – translation of Cross-functional Security Training materials
- Samsung Electro-Mechanics – translation of experiment with ultra-small semiconductor products
- U.S. Dept. of Justice – translation of Daewoo Motor’s corporate reorganization case document
- PA State – translation of the medical and public hearing-related documents for Dept. of Public Welfare

- DE State – translation of the Driver's Manual for the DE State Dept. of Transportation
- NJ State Prosecutor's Office – transcription and translation of Suh v. Song case
- Deutsche Bank, Barclays Capital – translation of LIBOR fixing litigation case documents
- US District Court – translation of Sealed Indictment for Joo Hyun Bahn et al. v. United States of America
- APEC Ministerial Conference (through US State Dept) – simultaneous interpreting for Transport Ministers
- Citigroup – consecutive interpreting for the credit rating due diligence meeting with NICE Investors Service
- Dupont Global Media Briefing – simultaneous interpreting on Alternative Energy and business prospect
- Universal Display Corporation – consecutive interpreting for a meeting with Samsung Display on OLED
- Hyundai Motor Marketing Innovation Forum 2010 – simul interpreting on social media marketing

## **Project Management, Business & Finance Experience**

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**Localization Project Manager** Jun. 2008 – Aug. 2009

**PayPal, San Jose, USA**

- Managed PayPal localization projects (website, iPhone apps, image, etc.) targeting Europe and Asia

**International Project Manager, Overseas Department** Jan. 1998 - May 2006

**Hyundai Marine & Fire Insurance Co., Ltd. Seoul, Korea**

**(Korea's 2nd largest property/casualty insurance company with total assets of US\$ 6 billion)**

- Contributed to A.M. Best corporate rating upgrade from B++ to A- by translating the 300-page full assessment materials; income premium increased by USD 9 million
- Improved the marine overseas reinsurance treaty program; succeeded in covering approximately 220,000 insurance policies at the reinsurance cost of USD 18 million
- Achieved 10% profit ratio for a GBP 3.45 million investment entity operated in the Lloyd's market, 2%p higher than the market average, by improving its portfolio in a strategic manner
- Handled international settlements with reinsurers and insurance brokers in USA, Europe and Asia
- Coordinated international teams in USA, Japan, China and UK in sales, accounting, legal, and HR

## **Education**

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**Monterey Institute of International Studies, CA** May 2008

Master of Conference Interpretation, Korean and English

Took localization, translation and interpretation courses

**Wharton School (MBA), University of Pennsylvania, PA** Aug. 2004 - Dec. 2004

Took leave of absence after completing Fall 2004 semester

(candidate)

**Teikyo Westmar University, IA** Aug. 1996 - May. 1997

International Exchange Student Program

**Ewha Womans University, Seoul, Korea** Mar. 1994 - Feb. 1998

English Language & Literature (top 7% in class)

## **Honor / Awards**

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**Hyundai Marine's Award Overseas Training** Apr. 2002 - May 2002

Reinsurance training courses at Munich Re (Munich) and Gen Re (Cologne), Germany

**Dean's List**

Ewha Womans University

1994 and 1996