

# LENNART LUHTARU

P.O. Box 12176 ♦ San Juan, Puerto Rico 00914 ♦ (310) 801-9871 ♦ [lennart@luhtaru.com](mailto:lennart@luhtaru.com)

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**Professional Estonian translator** with an impressive sales, marketing and technical background. Proven ability to excel in fast-paced teams encouraging self-reliance and independent thinking for timely goal completion and increased productivity.

**Work-flow Prioritization ~ Problem Resolution ~ Relationship Building**  
**Excellent Verbal and Written Communication Skills ~ Strong Organizational and Interpersonal Skills**

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## PROFESSIONAL EXPERIENCE:

SELF-EMPLOYED, Estonia / Los Angeles, CA / Washington, DC / San Juan, Puerto Rico (8/2005 to Present)

*Translating, proofreading, and editing services for businesses in the United States, Europe, and Asia*

[www.luhtaru.com](http://www.luhtaru.com)

### Technical and Medical Translator

- Specialize in technical and medical translations, providing a full suite of localization services for B2B clients. Manage translation, proofreading, and editing projects for companies from across the world, including GE Medical, Philips Medical, Siemens Medical, Zimmer Medical, ABB, Endress+Hauser, Huawei, and Apple, among others.

MILESTONE TECHNOLOGIES, INC., Los Angeles, CA (3/2015 to 6/2015)

*Leading IT service provider offering strategic solutions to large corporations in eighteen countries*

[www.milestonepowered.com](http://www.milestonepowered.com)

### Kaiser Permanente Deployment Team Lead

- Contract work for a large IT infrastructure company in California. Managed a team of eight technicians in the Kaiser Monitor Deployment Project, tasked with the installation of over 10,000 new monitors in various Kaiser Permanente buildings. The end client was extremely pleased with how the LA deployment project was handled resulting in more business for Milestone Technologies.

OVERALL EESTI LTD., Tallinn, Estonia (8/2005 to 9/2010)

*Service company focused on providing businesses with output, archiving, and imaging solutions*

<http://www.overall.ee> / <http://www.overallmedical.ee>

### Marketing Content Manager (1/2008 to 9/2010)

- As part of a multi-discipline team, created written and visual content for website updates, written publications, and social media platforms. Participated in interest groups and organized events to educate current and potential customers.

### Business-to-Business Key Account Manager (3/2006 to 9/2010)

- Demonstrated ability to grasp all technical aspects of current products and newly emerging products, making for prodigious product presentation that communicated the confidence necessary for closing deals. Worked closely with corporate clients requiring custom integrated systems.

### Web Content Manager (8/2005 to 3/2006)

- Wrote product descriptions and managed website content for [www.overall.ee](http://www.overall.ee). After revamping the [www.overall.ee](http://www.overall.ee) website, increased traffic 300% in six months. By the end of 2007 our online shop was the highest grossing “salesman” in the company.

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## EDUCATION AND PROFESSIONAL DEVELOPMENT:

**Education:** Economy and Psychology; University of Tartu; Tartu, Estonia (9/2006-9/2010)

**Languages:** English, Estonian (native), Russian (elementary proficiency)

**Citizenship:** dual citizenship – Estonia and USA

**Technology Skills:** Windows; OS X; Microsoft Office; Microsoft Dynamics NAV and AX; Adobe CC; SDL Trados Studio and all other CAT tools; basic knowledge of HTML and XML; basic knowledge of SEO and related tasks

**Conferences and certifications:** Integrated Systems Europe 2007, 2008, 2009; Baltic Congress of Radiology 2008; CeBIT 2008; Apple ACT workshop 2008; Canon Business Solutions annual workshops 2006–2010; American Translators Association Conference 2012 & 2017; SDL Studio certification 2015; member of ProZ Certified PRO Network 2012