Curriculum Vitae of Aaron D. Alder

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SUMMARY

An accomplished freelance translator (German > English) with experience in managing international projects, consulting and localization, as well as extensive experience with computer-assisted translation tools such as Trados, Across, Transit, Fluency and others.

PROFESSIONAL EXPERIENCE

2003 - Present

Self-employed - Pleasant Grove, Utah
Freelance Translator

- Experience translating in the following subject areas:
  - Medical products / devices & implant dentistry
  - Computers: Hardware
  - Computers: Systems, networks
  - Business / SAP
  - And others

2002 - 2004

Power-Glide Foreign Language Courses - Provo, Utah
Director: Education Division

- Managed a team of developers working on multiple projects related to Web design and multimedia projects.
- Managed projects and assure that each project adheres to product requirements. Monitor all current requirements and communicate those clearly and consistently to other staff members.
- Responsible for on-going Web design and navigation enhancements, both basic and advanced. Produce and implement multimedia projects, such as Flash creation, audio CDs, CD-ROMs, and online courses.

2001 - 2002

Intel Corporation - Hillsboro, Oregon
Instructional Designer

- Designed, developed, delivered, and maintained training materials for various software applications and their related business processes. Thoroughly understand instructional design and adult learning principles. Able to adapt quickly to frequent changes in road maps and timelines.
- Technical and business knowledge of relevant areas of expertise (Finance) and related systems currently in use. Effectively design, create, and publish training materials for web-based training (and other environments such as instructor-led portions of blended training).
- Proficient in use of web development tools, including but not limited to: Macromedia UltraDev, Adobe Photoshop, Macromedia Flash, SWISH, and OnDemand application simulation.

2000 - 2001

Intel Corporation - Hillsboro, Oregon
Localization Program Manager

- Oversaw the management of business segment localization programs (audio and toys), with a view toward meeting or exceeding deadline and quality criteria upon completion. Created and maintained complex program schedules, worked between cross-functional groups and stakeholders, and managed resources to ensure programs progressed to objectives. Monitored all current product requirements and communicated those clearly and consistently to other staff members, stake holders and vendors.
- Localized Personal Audio Player 3000, Computer Sound Morpher and Pocket Concert into as many as 8 languages, including the first CPD products localized into Traditional Chinese and Simplified Chinese, releasing all languages on schedule, while successfully managing multiple major scope changes. Successfully reduced costs up to 10% under approved budgets, and savings of up to 40% over internal vendor's initial estimate.
- Championed process improvement, including marketing communications localization process improvement by mapping workflow, and changing task ownership as appropriate, and applied to future localization programs. Also championed supplier/vendor selection process by soliciting estimates from multiple, qualified vendors, and grading apples to apples, e.g. linguistic, testing, and development costs, as well as measuring some intangibles, e.g. ability to handle scope change, confidence level in meeting deliverables and schedules.

1997 - 1999

Lingo Systems - Portland, Oregon
Senior Localization Project Manager/Account Coordinator

- Coordinated the management of client-specific projects and assured that each project adhered to the client's requirements.
- Oversaw the management of client projects, with a view toward meeting or exceeding deadline and quality criteria upon delivery. Monitored all current client requirements and communicated those clearly and consistently to other staff members.
- Supported Project Managers' efforts to complete client projects on time and with the needed quality. Received answers for them from appropriate client project managers, technical writers, lab technicians, account executive.

- Managed client projects. Coordinated the work of linguists and other production resources to deliver high-quality projects on time.

1996 - 1999

Brigham Young University - Provo, Utah
English Language Teacher/Web-site Development/Machine Translation

- Taught English to Speakers of Other Languages (TESOL) at the English Language Center (IEP) in BYU's adult community education program. Have developed student-centered curricula, administered proficiency assessments, designed and implemented syllabi.
- LISA - Localisation Industry Standards Association (contributing developer)
- Research Assistant in BYU's Translation Research Group. Research includes: Machine- Readable Terminology Interchange Format (MARTIF), translation software review, problems with computer-assisted translation, and more. Thesis title — An Experiment in Blind Terminology Interchange: Developing and Testing Conversion Algorithms for Externally-supplied Data.

SELECTED PRESENTATIONS/PUBLICATIONS

- **The Guide to Translation & Localization** (1999): *Preparing products for foreign markets* (First edition, co-author, published by IEEE Computer Society Press & Lingo Systems, ISBN: 0769500226)
- **MASTER'S THESIS** (1999): *An experiment in blind terminology interchange: developing and testing conversion algorithms for externally supplied data*
- **TESOL** (1999): *Internet-based ESL/EFL teacher preparation activities* (presented with Lynn Henrichsen of Brigham Young University and John Murphy of Georgia State University)
- **TAMA PAPER** (1998): *Future Development in ISO 12200* (co-authored with Ryan Corradini, Alan K. Melby, Sue Ellen Wright, and Klaus-Dirk Schmitz)

EDUCATION

- Secondary Teacher Licensure, 2006, Utah Valley University, Orem, Utah
- MA, 1999, Linguistics, Brigham Young University, Provo, Utah
- Cert., 1997, TESOL, Brigham Young University, Provo, Utah
- BA, 1992, German, Utah State University, Logan, Utah
- Linguist Certification, 1993, Korean, Defense Language Institute, Monterey, California

PROFESSIONAL AFFILIATIONS (current and past)

- American Translators Association
- Project Management Institute
- Linguistic Association of Canada and the United States
- Association for Machine-translation in the Americas
- Teachers of English to Speakers of Other Languages