



SUMMARY

Highly skilled Japanese-English simultaneous interpreter and translator who provides interpretation and translation services to assist the communication, mutual understanding, and proper decision making for global corporations, non-profit organizations, and individuals. The areas of expertise include manufacturing and engineering, business, politics and economics, applied science, legal, marketing and research, education, and art and culture.

PROFESSIONAL EXPERIENCE

Local2Global, LLC, CEO/Simultaneous Interpreter and Translator, Columbus, OH, 2013–Present

- Provide Japanese-English interpretation in simultaneous, consecutive, escort, and remote modes. The types of meetings supported include the following.
 - Corporate executive meetings and global conferences for major corporations.
 - Engineering meetings, financial and quality evaluations and audits, and business negotiations.
 - Supporting visiting political delegations, cultural exchanges, marketing and research, economic development, and sales activities.
 - Legal depositions and court appearances, medical appointments and other social needs.
- Clients include major Japanese automobile OEMs, auto parts suppliers, local and foreign governmental bodies, economic development organizations, academic and cultural institutions and other individuals.
- A certified conference interpreter by the Japan Association of Conference Interpreters.
- A certified translator by the American Translators Association.
- A business owner who is responsible for managing client relations, scheduling, accounting and executing other duties necessary for operating a business.

Honda R & D Americas, Inc., Interpreter/Translator, Raymond, OH, 2011 – 2013,

- Provided simultaneous interpretation for all things related to the operations of an automobile research and development center. The topics include, but not limited to, manufacturing and engineering technologies, fundamental and advanced technical research, IT, finance, administration, executive meetings and technical evaluations, business negotiations, quality and financial audits.
- Provided translation of technical and communication documents required for the effective operation of the center.

Cardington Yutaka Technologies, Interpreter/Translator/Sales, Cardington, OH, 2010 – 2011,

- Supported the corporate operations by providing translation of documents and interpretation in business and engineering meetings.
- Effectively supported sales data management, data analysis and the creation of sales quotes and budget reports.
- Spearheaded the investigation of streamlining multiple database systems to maximize work flow efficiency.
- Promoted company-wide improvement activities by working with cross functional team members.

Otterbein University, Administrative Assistant, Westerville, OH, 2009–2010

- Effectively supported the Office of Academic Affairs in institutional data management and in marketing activities.
- Created effective communication tool by re-designing the Academic Affairs intranet and by keeping it up to date.
- Enhanced the collaboration of faculty and staff to ensure timely execution of projects.

Galaxy Systems, Translator/Writer/Researcher, Washington D.C., 2006-2007

- Translated daily newspaper articles from English to Japanese and published as daily and weekly newsletters.
- Published weekly reports on economic issues reported through American news media for Japanese subscribers.
- Successfully conducted researches and produced reports, including the legal requirements of American media system.

Oregon Institute of Technology, Japanese Instructor, Klamath Falls, OR, 1996 –1998

- Successfully taught university level Japanese, evaluated students, and managed general class operations.
- Developed curriculum, syllabus, and selected suitable teaching materials.

SPECIAL SKILLS

- Japanese/English bilingual. TOEIC score:975
- Certified English to Japanese translator by the American Translators Association.
- Certified interpreter by the Japan Association of Conference Interpreters.
- Proficient in CAT tools (Trados) and working knowledge of machine translation.
- A web developer with a proficiency in ASP.NET framework and database operations.
- Proficient in Adobe Creative Suite and Microsoft Office Suite.

EDUCATION

- Master of Science candidate in Database Management and Business Intelligence, **Boston University**, Boston, MA, *January, 2013 - Present*
- Certificate: Advanced Web Development and ASP.NET, **Georgetown University**, Washington, D.C. , *January, 2009*
- Bachelor of Arts in Art History, **International Christian University**, Tokyo, Japan, *March, 1994*
- Exchange Program, **State University of New York at Buffalo**, Buffalo, New York, *1992-1993*

PROFESSIONAL AFFILIATIONS

- Member & Certified Interpreter, Japan Association of Conference Interpreters
- Member & Certified Translator, American Translators Association
- Member, Japan Association of Translators
- Member, Japan-America Society of Central Ohio
- Member, Central Ohio Japanese Association of Commerce