

**Abe Haak**  
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### **Education**

B.A. International Studies

Webster University, Vienna, Austria

### **Work Experience**

#### **Principal**

RFBURTON LLC.

Providing transcription, translation, and interpretation services from Arabic and German into English.

#### **Program Developer & Adjunct Faculty**

2013-Present New York University, NYC

Developing and teaching courses in the NYU Translation certificate program.

#### **Instructional Designer**

2010-11 Capella University, MPLS, MN

Designed and produced online courses.

#### **Teacher**

2007-09 The Smith School, NYC

Taught foreign languages to High School students

#### **Lecturer**

2005-07 Hosei University, Tokyo

Taught writing and composition to graduate candidates and undergraduate seniors

#### **Assistant Professor**

2004-05 Senzoku Gakuen Jr. College-Kawasaki

Taught grammar, composition, and journalism to first and second year students.

#### **Technical Writer**

2001-2004 San Francisco, CA

Designed, wrote, and edited technical marketing collateral for high-tech companies in the Silicon Valley, California.

#### **Web Editor**

1999-2001 eTranslate; San Francisco, CA

Wrote or edited all content on the corporate Web site [www.etranslate.com](http://www.etranslate.com);

#### **Research Assistant**

1997-99 Harvard Law School, Cambridge, MA

Provided translation, copyediting, and research services to Law professors.

#### **Project Manager**

1995-1997 GAP International; San Francisco

Established and produced the Look Book, a periodic compendium of product information for GAP stores in 5 countries including Japan.

#### **Manager, Multimedia Div.**

1994-95 SIDI, Jedda, Saudi Arabia

Wrote or translated all promotional material and correspondence relating to SIDI's multimedia division; wrote or translated procedural guidelines for media delivery by clients.

#### **Reference Assistant**

1984-86 ILS, Harvard Univ., Cambridge, MA

Provided translation and research services to library patrons.

In addition, I have provided translation and interpretation services of varying size and duration on a freelance basis to the following clients: Garden & Associates, JTG Translations, American Refugee Committee, Morningside Translations, Harvard Law School, Cambridge, MA;