

SHAWN MORSE

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OVERVIEW

- ◆ NATIVE LANGUAGE: U.S. English
- ◆ SECOND LANGUAGE: Japanese
- ◆ SERVICES: **Japanese to English** translation, localization, and editing
- ◆ FIELDS OF EXPERTISE: **Consumer electronics, Software, Computer hardware, Engineering, General technical, General business**
- ◆ FULL-TIME TRANSLATION: Weekdays, normal business hours, U.S. Pacific Coast time

QUALIFICATIONS

- ◆ Native-level fluency in Japanese. Received **B.A. in Japanese** and passed **Japanese Language Proficiency Test**.
- ◆ Professionally translating for **15 years**, and lived 10 years in Japan.
- ◆ Translated and edited over 15,000 pages of user guides, technical specifications, software documentation, annual reports, and corporate guides.
- ◆ Strong technical editing, writing, and information research skills.
- ◆ Self-motivated, able to work quickly under pressure and schedule work efficiently.
- ◆ Committed to highest quality work, constant eye for detail, and careful review of all translations.

PROFESSIONAL EXPERIENCE

Pacific Translations (self-employed) Snohomish, WA, USA **November 2000 - present**

Japanese-to-English Technical Translator

- ◆ Translated and edited technical documents for over 75 translation agencies and end clients in the U.S., Europe, and Asia.
- ◆ Lead translator responsible for all linguistic aspects of several localization projects, including developing and maintaining **translation memories, glossaries** and **stylistic guidelines** using **TRADOS** and **Microsoft Office**.
- ◆ Translated over 5,000 pages of electronics, engineering, and software documentation using **TRADOS**.
- ◆ Translated up to 15,000 target words per week, and constantly delivered product on schedule via e-mail and FTP.

G.K. Associates, Inc. Tokyo, Japan **June 1994 - May 2000**

In-house Japanese-to-English Translator & Editor

- ◆ Translated and edited over 3,000 pages of **user guides, technical specifications, Web pages, marketing materials, and annual reports** for major consumer electronics companies, using Word 9x and CAT tool.
- ◆ Interacted closely with project managers, editors, freelance translators, and DTP operators to deliver quality products on time.
- ◆ Developed and managed **translation memories** and **glossaries** using CAT tool to maintain consistency and quality of translations.

EDUCATION

University of Washington Seattle, WA, USA

- ◆ Bachelor of Arts: *Japanese Language and Literature*
- ◆ Bachelor of Arts, Henry M. Jackson School of International Studies: *Japan Studies*

Aoyama Gakuin University Tokyo, Japan

- ◆ Awarded one-year academic scholarship to study intensive Japanese language and international business.

COMPUTER HARDWARE AND SOFTWARE OWNED

- ◆ **Hardware:** Windows XP computer, external backup drive, ADSL connection, fax machine
- ◆ **Software:** SDL TRADOS 2007/2009, MultiTerm 2007, WorldServer Desktop Workbench, Alchemy Catalyst Translator/Lite Edition, PASSOLO Translator Edition, Word 2007, Excel 2007, PowerPoint 2007, Acrobat Pro 9.0, PageMaker, Photoshop, PractiCount & Invoice, HTML editor

PROFESSIONAL AFFILIATIONS

- ◆ [American Translators Association, Associate Member](#)
- ◆ Japanese Language Division of American Translators Association
- ◆ Northwest Translators and Interpreters Society (NOTIS)
- ◆ [ProZ.com](#) Certified PRO
- ◆ [TranslatorsCafe.com](#)

WORK VOLUME AND PAYMENT TERMS

- ◆ **Approximate translation volume:** 5,000 source characters/day; 25,000 source characters/week; 2,500 target words/day; 12,500 target words/week
- ◆ **Approximate editing volume:** 6,000 words/day; 30,000 words/week
- ◆ **Payment terms:** Within 30 days of date of invoice by check, bank transfer, or PayPal (U.S. funds)

► RATES UPON REQUEST ◀

MAJOR ACCOMPLISHED PROJECTS

Toshiba Corporation – Localization of Bluetooth software applications for Windows XP and Pocket PC.

Translation of user guides for portable hard drive products.

Translation of technical reports and specifications for LCDs, semiconductors, and wireless technology.

Sharp Electronics – Translation and editing of technical reports, technical specifications, and user guides for cell phones, HDTV, A/V equipment, digital projectors, video cameras, and digital cameras.

Canon – Translation and editing of business-use laser and inkjet printer documentation.

NTT DoCoMo – Translation of i-mode cell phone specifications and cell phone documentation.

Olympus – Translation of user guides for digital cameras and digital photo editing software.

Microsoft – Translation of corporate case studies and localization of web site.

Hitachi – Translation of gigabit router specifications and server maintenance manuals.

Matsushita (Panasonic) – Translation of video scripts (car navigation technology), software user interface, user guides (lighting systems), and product catalogs.

NTN Corporation – Translation of corporate annual report.

Oki Electric – Translation of operation manuals, video scripts, and reference documentation on mobile telecommunications, iris recognition technology, and semiconductors.

Ryohin Keikaku – Translation of popular Mujirushi Ryohin product web site and corporate information.

Dentsu Young & Rubicam – Translation of promotional materials, marketing reports, and corporate guides.

Dai Nippon Printing – Translation and editing of corporate guide and product guides.

Daishi Bank – Translation and editing of corporate annual reports.

DaimlerChrysler Japan – Translation of Mercedes-Benz advertisements, marketing collateral, and business correspondence.