

ISHIKAWA SUMI

PERSONAL INFORMATION

Female

**In the Jung-gu district In Seoul
sumishikawa@hotmail.com**

Japanese

7/6/1967

ISHIKAWA SUMI

Engineer, Freelancer Translator & Project manager

PROFESSIONAL SUMMARY

A qualified and professional linguist with more than 30 years of experience in project manager translation and interpretation from Japanese and Korean to English and vice versa, and from Japanese to Korean and vice versa. With more than 5 years of experience living and working in the engineering in Korea with excellent organizational and computer skills and a wide range Of interests, knowledge and contacts.

Lots of small projects

- Creating an electronic blog for translating books, especially in the field of engineering**
- Seafood restaurant project**

Managing a private engineering office in Korea to coordinate and manage engineering and translation work.

EDUCATION

Bachelor's degree in Civil Engineering

University of Tsukuba 1985

Diploma in Decoration Engineering

The University of Tokyo 1990

Master of Design Engineering

Seoul National University 1992

Doctorate in Architectural Engineering

Korea University 1994

EXPERIMENTS

Freelancer Translator 1987 to Present

- Performed various translation and interpretation duties from Spanish into English, including written texts, localization, internationalization, audio files, and live speaking presentations.

- Translated text projects, including legal documents, website content, news articles, and corporate reports.

- Upheld strict confidentiality policy when translating personal and diplomatic materials.

- Provided interpretation and transcription services as needed by corporate clients.

Civil engineer, architect - design and implementation architectural designs - decor - furniture and furnishings) 1985 to Present

Functional tasks: tasks of the technical office - project management - implementation supervision.

- Designing various projects and preparing the necessary perspectives and architectural drawings.

- Preparing the projects' operational drawings with clarification of the technical aspects and the necessary materials.

- Inspecting sites, raising sizes, preparing inventories, assays, schedules and abstracts for various business items.

- Carrying out the necessary contacts with clients to clarify the design and implementation alternatives and the required cost.

- Make the necessary contacts with the contractors to clarify the executive drawings and the technical aspects of the business lines and agree on the costs.

- Supervising all business items agreed upon with clients and ensuring that they are implemented in accordance with designs and standard specifications.

- Supply of materials and equipment necessary for the implementation of business items.

- Searching for new opportunities and projects to work on and determining the most suitable among them.

Offer services and products to customers, companies and contractors.

Lots of small projects 1995 to present

- Creating an electronic blog for translating books, especially in the field of engineering

- Seafood restaurant project

Managing a private engineering office in Korea to coordinate and manage engineering and translation work. 2000 to Present

Language Pairs

English <> Japanese

Korean <> English

Japanese <> Korean

Services:

• Writing • Copy Editing • Copywriting • Content Management • Editing

• Blogging • Translation • Content Marketing • SEO Optimization • Google Analytics

Fields

Scientific research journals, academic research, software documentation, Arts, literature, linguistics, fashion, media, Engineering, philosophy, sciences, financial, insurance, Education, pedagogy marketing materials, office documentation, general topics, Content for web sites, software documentation, operations manuals, marketing materials, procedural manuals, project proposals, on-line help systems, medical pamphlets Contracts, NDAs, Technical manuals, Financial statements, Trade magazines, Architectural journals, Art critiques, Exhibition guides, Technical, automotive texts, Commercial bids and contracts, Proofreading and editing, Legal documentation, Nutrition, Employment handbooks, Birth certificates, Market research,

Theses and articles in the fields of science, psychology, philosophy, economics and linguistics.

Word capacity

My daily average output is 3,000 – 3,500 words, depending on the nature of the material.

Payment method

I accept payment via Paypal and MoneyBookers.

Rate

My rate is 0.06 USD \ PSW for Translation & 0.03 USD \ PSW for Proofreading. And the price is negotiable.

Skills

MS Office (Word, Access, Excel), CCSI, Osprey, MS Windows, e-mail and Internet.

Cat tools

Trados (version 2013, 2015)

Memo Q

Wordfast

SDLX

References:

Available upon request

Last Projects

Translating 90,000 poems.

Translating and Proofreading more than 7,800,300 Annual reports.

Translating and proofreading more than 2,400,000 words for Science.

Translating and proofreading more than 5,500,700 words for Psychology.

Translating and proofreading more than 4,780,600 words for Commerce.

Translating and proofreading more than 6,250,100 words for Fashion.

Translating and proofreading more than 3,760,500 words for Linguistics.

Translation and proofreading more than 5,880,200 words for Accounting.

Translating and proofreading more than 4,710,400 words for Education.

Translating and proofreading more than 5,550,890 words for Media.

Translating more than 3,200,000 words for Literature.

**Translating 8,500,300 words for Financial reports.
50,000 words translation on test and control engineering.**

Translating and Proofreading 250000 words for Environment.

Magazine Translation of (200000) words.

Food menu translation in 3 languages of more than 10000 word.

Translating more than 700,500 web pages for Sports.

Translating more than 200,500 words for Literature

Proofreading 1,400,100 words for Family documents and personal records.

Translating many engineering books.