

ROLAND L. GALIBERT

DE > EN (certified), FR > EN Translator

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- **Translating since 2002 (full-time since 2007)**
- **Accurate, smooth, high-quality translations**
- **Prompt delivery / partial deliveries to suit client**

Latest Tools & Technology:

- SDL Trados Studio/MultiTerm 2011
- Previous versions of Trados including TagEditor and SDLX
- Other CAT tools including Across (v5.5) and OmegaT (v2.3.0)
- Windows 7 · Microsoft Office 2010 (Word, Excel, PowerPoint)
- High-speed Internet · FTP client · SDKs

Detailed list of translation tools & software appears [on page 2](#)

Translation experience in a wide variety of subject areas:

- IT/computers – software, hardware
- Manufacturing
- Technical
- Automotive
- Logistics, transportation
- SAP
- Medical, pharmaceutical
- Legal
- Financial, commercial
- Marketing, PR, websites
- Corporate communications
- News, magazine articles, press releases

Work experience in:

- Software development
- IT
- Manufacturing/SAP
- Publishing
- Biotechnology
- Nursing

Detailed list of projects and other work experience appears [on page 4](#).

(I also provide programming and website/database services under a different business name.

*Please visit <http://www.conbriosoftware.com/files/ConBrioProjectHistory.pdf>
for my experience in this area, or ask me for a CV)*

SOFTWARE, HARDWARE and other tools

CAT Software	<ul style="list-style-type: none">▪ SDL Trados Studio/MultiTerm/Passolo 2011▪ Previous Trados versions: TagEditor, SDLX, 2007▪ Across (v5.5)▪ OmegaT (v2.3.0)
Other Applications	<ul style="list-style-type: none">▪ Microsoft Office 2010 (including Word, Excel, PowerPoint)▪ Lexibase Pro Collins Language Dictionaries
Operating Systems, System Tools	<ul style="list-style-type: none">▪ Windows 7▪ Filezilla FTP client (v3.6.0.2)▪ SDKs for website/database maintenance and programming (PHP, HTML, many others)
Reference Books	<ul style="list-style-type: none">▪ <u>Romain's Dictionary of Legal and Commercial Terms</u> (DE > EN, EN > DE)▪ <u>German-English Technical and Engineering Dictionary</u> (De Vries and Herrmann)▪ <u>Der Große Reuter Springer Universalwörterbuch Medizin, Pharmakologie und Zahnmedizin</u> (G -> E, E -> G)▪ <u>Das Wörterbuch der Abkürzungen</u> (Duden)▪ Many other reference books in English on a variety of subjects.

PROFESSIONAL ASSOCIATIONS

- American Translators Association (German/French Language Divisions)
- ProZ.com translator community.

CONFERENCES/LECTURES/WEBINARS

Date	Association	Topic
30 January 2013	SDL	Webinar - Apps for translation memory and terminology tasks from SDL OpenExchange
14 January 2013	SDL	Webinar - How to translate a document using SDL Trados Studio 2011
6 December 2012	Lingo24 (agency)	Webinar - FLIM/Foreign Language Internet Marketing (internal agency process) – SEO, content creation/optimization, keyword localization/optimization, metatag creation
20 September 2012	American Translators Association	Webinar - Working with Direct Clients
28 October 2011	American Translators Association	American Translators Association 52nd Annual Conference (Boston, MA)

EDUCATION / CO-OP EXPERIENCE
(including software development-related education)

New York University, New York, NY; October 2004 to December 2007.

Certificate in German to English Translation received December 2007.

- Grade average: A-
- German to English courses: Introduction to G-E Translation, G-E Legal I, G-E Medical, G-E Translating the News, G-E Commercial.
- French to English courses: Introduction to F-E Translation.
- Also completed course in translation project management.

Timken Aerospace, Lebanon, NH; January 2004 to present.

Courses on SAP.

- Also completed course in translation project management.

Westchester Community College, Valhalla, NY; October 2004 to present.

- Continuing education courses in German.

IBM MVS/XA Systems Development, Poughkeepsie, NY; Summer 1987.

Summer co-op position as systems programmer.

- Created menu-driven system using ISPF to facilitate input of MVS SLIP command parameters.

Rensselaer Polytechnic Institute, Troy, NY; September 1986 to December 1987.

Completed 21 credits toward master's degree in computer science.

- Courses in systems programming, operating systems theory, DB management, software testing.
- Assignments written in C included an assembler, extendible hashing database, LISP interpreter.
- Taught C class & answered C/UNIX questions as help desk monitor.

Williams College, Williamstown, MA; September 1980 to June 1984.

BA in English, June 1984; minored in computer science.

- Two years of German; music courses in theory, keyboard history & humor in music.
- Supervised over 30 student workers in dining hall.

Horace Greeley High School, Chappaqua, NY; September 1976 to June 1980.

Graduated June 1980.

- Six years of French (starting in middle school).
- Received numerous AATF awards, took French AP, tutored French.
- Studied one year of Latin.

TRANSLATION-RELATED WORK EXPERIENCE
(non-translation-related work experience in next section)

Freelance Translator/Programmer, Marley .32
November 2001 to present (full-time since September 2007).

Marley .32 Foreign Language Translation Projects

(*Abbreviations: BE = British English; E = American English; F = French; G = German; K = 1,000*)

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
Jan 2013	G -> E	1.3 K	Vectoring, bonding and phantom technologies and their use in VDSL2	Technical overview	Related standards (VDSL1, VDSL2 vectoring, etc.) • Data transmission • Crosstalk • Vectoring • CAPEX consideration • Potential markets	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Jan 2013	G -> E	500	Prosthetic foot inspection/assembly instructions	Inspection/assembly instructions		International Duderstadt-based provider of prosthetics, orthotics, wheelchairs and rehabilitation technology and services
Jan 2013	F -> E	1.4 K	Glass company testimonial on data exchange system upgrade/implementation of EAI system	IT success story • Marketing •	EDI • Enterprise application integration (EAI) • Glass industry terminology	
Jan 2013	F -> E	2 K	Extraordinary general meeting for company shareholders	Meeting minutes	Votes on resolutions (capital increase, related measures, etc.) • Related legal provisions (Code de commerce, etc.)	Major international developer/provider of ERP software
Jan 2013	F -> E	500	Company group business strategy	PowerPoint presentation	Group vs. local organizations • Financing risk management • Operational	Swiss-based international supplier of passive cabling

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
					performance measurement (contribution margin, EBIT, net result) • Reporting, MIS, data warehousing	solutions for high-quality communication networks
Dec 2012	G -> E	500	Wheelchair assembly instructions	Assembly instructions		International Duderstadt-based provider of prosthetics, orthotics, wheelchairs and rehabilitation technology and services
Dec 2012	F -> E	3.6 K	Training services cooperation agreement	Contract	Trainer evaluation • Payment • Independence of parties • Breach/termination of contract • Limitation of liability • Force majeure • Partial invalidity • Receivership/compulsory liquidation clause • Governing law • Entirety	Major international developer/provider of ERP software
Dec 2012	G -> E	3.1 K	Company standards for insulation material testing	Process description	Materials • Test sample preparation • Adhesive strength • Tensile testing • Heat stability • Separating force • Moisture absorption/residual moisture • Thermal insulation • Suction speed • Heat resistance • DIN, other standards	International Munich-based company group providing transport-related engineering including trucks, buses, diesel engines, turbomachinery, and special gear units
Dec 2012	F -> E	3.3 K	Letter responding to	Commercial correspondence	Legal	Major international

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			claim of non-compliance regarding use of software licenses	nce		developer/provider of ERP software
Dec 2012	G -> E	200	Promotional text for start-up company	Promotional text		Berlin-based company that creates condensed book summaries for iPhones
Dec 2012	G -> E	90	Company Christmas card	Greeting card		Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Dec 2012	G -> E	2.9 K	Company stock replenishment procedures	Process descriptions • Training documents	Computer system • Data communication Purchase/sales orders • Deliveries/transport • Shipping conditions • Incoterms • Billing	Swiss-based company providing customized specialty chemical solutions
Dec 2012	G -> E	500	Prosthetic device assembly instructions	Assembly instructions		International Duderstadt-based provider of prosthetic, orthotic, wheelchairs and rehabilitation technology and services
Nov 2012	G -> E	300	Company Christmas greetings • Situation report	Corporate communication		International German-based provider of management consulting

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						and IT services for mid-sized businesses.
Nov 2012	G -> E	20.7 K	Company quality management manual	Standard operating procedures	Business conduct guidelines • Corporate responsibilities/authorities • Quality management (goals, measurements) • Work/process instructions • DIN EN ISO 9001:2008 • Imports/exports • Trucking • Air/sea freight • Hazardous goods • Air safety	International Swiss-based provider of solutions in transportation, logistics and distribution
Nov 2012	G -> E	1.2 K	Corporate media design guidelines	Corporate policy	HTML • Web page layout	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Nov 2012	G -> E	4.2 K	Sales presentation template, success story for eProcurement solutions provider	Success story • Sales presentation	Environmental agency software system	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Nov 2012	G -> E	900 K	Cabling solutions flyer	Brochure	Network cable technology • Marketing text	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Nov	G -> E	3 K	Company IT	Corporate	IT • Hardware •	International

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
2012			guidelines	policy	Software • Security	Duderstadt-based provider of prosthetics, orthotics, wheelchairs and rehabilitation technology and services
Nov 2012	G -> E	4.4 K	Order forms & assembly instructions for wheelchairs and prosthetics	Order forms • Assembly instructions	Technical components/materials	International Duderstadt-based provider of prosthetics, orthotics, wheelchairs and rehabilitation technology and services
Oct 2012	G -> E	1.2 K	Company quarterly newsletter	Corporate newsletter	Company success stories • eProcurement	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Oct 2012	G -> E	1.9 K	Small waste water treatment plants	Installation/operating instructions • Technical specifications	Related standards	German-based European manufacturing group specializing in reinforced-concrete systems for rainwater management and wastewater purification
Oct	F -> E	4.8 K	Company car	Corporate	Automobile terminology	Major

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
2012			policy	policy	• Related laws, insurance/environmental provisions • Company financing	international developer/pr ovider of ERP software
Oct 2012	G -> E	300	Company thank-you letter			
Oct 2012	G -> E	1.9 K	Technical delivery conditions for PVC truck/bus floor coverings	Technical specifications	Materials • Properties (separating force, abrasion, etc.) • Standards • Labeling	International Munich-based company group providing transport-related engineering including trucks, buses, diesel engines, turbomachinery, and special gear units.
Oct 2012	G -> E	51 K	Order forms for wheelchairs, baby strollers and related devices	Order forms • Technical specifications	Technical components/materials/properties	International Duderstadt-based provider of prosthetics, orthotics, wheelchairs and rehabilitation technology and services
Oct 2012	G -> E	6 K	Analysis of company competition	Company report	Network cabling technology/methods • Market analysis	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Sep 2012	F -> E	700	Employee contract	Legal clause		Major international

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			intellectual property clause			developer/provider of ERP software
Sep 2012	G -> E	800	eProcurement company success stories		IT • Internet • Data transfer	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Sep 2012	G -> E	1.8 K	Networked "Smart home" concepts as a future market for service providers and energy suppliers	White paper	Internet • Z-Wave open standard • Internet	Consortium of manufacturers/service providers of home control products based on Z-Wave standard
Sep 2012	G -> E	2.4 K	Methods-time management calculator	Website marketing text	MTM methods/terminology • Computer • Series production • Quality management/continuous improvement • Company description/history	
Sep 2012	G -> E	1.4 K	Master service agreement for use of Internet portal matching business intelligence/performance management consulting firms and clients	General terms and conditions		
Sep	G -> E	5.1 K	Export	Technical	Technical components •	Bocholt-

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2012			manual for doors/door components	specifications • Assembly/cleaning instructions	Materials • Paints /finishes • Standards	based manufacturer of wood interior doors and frames
Sep 2012	G -> E	800	Company description/history for door/door component manufacturer	Website text	Technical components • Materials • Paints /finishes • Impressum	Bocholt-based manufacturer of wood interior doors and frames
Sep 2012	G -> E	700	Description of process control system equipment standard (test translation)	Configuration manual • Technical specifications		Stuttgart-based manufacturer of luxury automobiles and other vehicles
Aug 2012	G -> E	3.5 K	Promotional website text for eProcurement consulting firm	Website/marketing text • Driving directions	Supply chain management • Nearshoring • Data centers • Software development • Agile methodology	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Aug 2012	G -> E	3.5 K	Utilities/tools for Windows computers	Marketing text		German-based developer of Windows system utilities
Aug 2012	F -> E	36.5 K	Tender documents for ERP solution to verticalize business departments of engineering/consulting group	Tender documents • technical specifications	Project management (project types, tracking, billing, cost center charging) • Management/valuation of HR/consultants/subcontracting/time • Reporting Billing • Internal responsibilities, hierarchy, charging of costs •	European engineering and technical consulting group specializing in R&D, industrialization feasibility studies, product/proc

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
					Hardware/software (servers, bandwidth, data transfers, interfaces, permissions management, DBMS, LDAP) • Process flows Inventory management • Aircraft equipment	ess/document engineering, industrial computing, embedded systems, information systems
Jul 2012	G -> E	1 K	Success story for eProcurement solutions provider	Marketing • Website message text	eProcurement • Catalog management • Purchasing • IT services	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Jul 2012	G -> E	2.1 K	Utilities/tools for Windows computers (translation, proofreading & localization)	Advertising text		German-based developer of Windows system utilities
Jul 2012	G -> E	1.5 K	Newsletter and marketing text for eProcurement/catalog management solutions provider	Newsletter/situational report • Marketing	eProcurement • Catalogue management	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data management
Jul 2012	G -> E	13.8 K	Website text for consultation firm providing services in eProcurement/eCommerce/catalog management/I	Website text • Company overview/director biographies • Job listings • Marketing • Success stories • Legal •	eProcurement/eCommerce/Catalog management • Project management/methodology (Agile, V-model) • Quality management (processes, projects, data) • IT/Data management • Data centers	Karlsruhe-based consulting firm specializing in eSupplyChain/eProcurement/supplier product data

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			T outsourcing	Message text		management
Jul 2012	G -> E	5.4 K	Flow computer verification/calibration instructions • multi-function calibrator instructions	Process instructions • Device operating instructions	Measurements (pressure, temperature, etc.) Technical equipment • Software	International provider of gas, electricity and water metering solutions based in Germany
May 2012	G -> BE	36.5 K	Property and loss of earnings insurance policy	Insurance contract • Legal provisions	Liability • Risks (weather, catastrophes, burglary, interruption of business, etc.) • Premiums/compensation • German Insurance Contract Act (VVG) excerpt • Coverage differential statement	Leading international global interconnection platform/data center provider for companies
May 2012	G -> E	2.1 K	Compact laser shower unit for skin therapy	Device instructions	Continuous wave laser • Keypad operation	German-based manufacturer of medical laser therapy devices
May 2012	G -> E	14.6 K	Electrical device catalogue	Installation/operating instructions • Technical specifications		Leading international chemical company
Apr 2012	F -> E	6.8 K	Computer network log collection/analyzing device	Administration manual	OmegaT	European provider of privileged user management solutions for computer networks
Apr 2012	F -> E	13.5 K	Logistics software application	Application messages	Logistics • Vehicles • IT	
Apr 2012	G -> E	1.6 K	Text-based software application to maintain	User instructions	Calculation of creditworthiness	Major international automotive group based

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			vehicle leasing contracts			in Germany
Apr 2012	G -> E	150	Geotechnical text	DIN standard extract		
Mar 2012	G -> E	2.2 K	SAP purchase requisition creation/maintenance application	User instructions	SAP terminology	
Mar 2012	G -> E	17.3 K	Electronic device catalogue	Marketing text • Technical specifications	Digital media (cameras, projectors, TVs, etc.) • Batteries/chargers • Onboard automotive technology • Robotics • Solar planning • Office equipment • Computer hardware	International German-based engineering conglomerate
Mar 2012	G -> E	5.4 K	Flow computer manual	Operating/assembly instructions • Technical specifications	Safety instructions/hazard warnings (explosion, etc.) • Computer hardware • Measurements (pressure, temperature, gas, etc.) • Related standards	International provider of gas, electricity and water metering solutions based in Germany
Mar 2012	G -> E	4.7 K	Mobile spot laser for skin irradiation	Device instructions	Continuous wave/pulse lasers • Laser skin therapy • Keypad operation • Technical components	German-based manufacturer of medical laser therapy devices
Mar 2012	G -> E	50.5 K	Insurance company group, life insurance subsidiary annual reports	Annual report	Business development (international/national/sector trends and events, etc.) • Personnel report • Company overview • Risk report • Balance sheet • Income statement • Accounting and valuation methods • Assets/provisions/equity & liabilities • Specialty insurance (life, property and accident, motor,	Leading German insurance group providing insurance to individuals/corporations

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					credit, storm & hail, etc.)	
Feb 2012	F -> E	13 K	Instructions for assignment/charging of company costs	Business process instructions	SAP • Payroll accounting	
Jan 2012	G -> E	45.2 K	Systems/procedures to process microtest plates filled with test serum	Standard operating procedures • Operating instructions • Technical specifications • Qualification reports	Serological testing • Description/instructions/qualifications for systems to process plates (drying, filling, labelling/coding) • Responsibilities • Quality management (deviation procedures, immediate/corrective/risk control measures) • System components (safety devices, grounding, air/water/power supply, EMSR technology, switchgear, media connections/interfaces, ventilation/alarm system, humidity/temperature measurement/calibration) • Building room zoning (access authorization, dress codes, ventilation, health monitoring)	World-wide Dreieich-based biotechnological/pharmaceutical company specializing in immunology & hematology.
Dec 2011	F -> E	6 K	Employment contract (proofreading)	Employment contract	Remuneration • Related provisions (exclusivity of services, professional secrecy, non-competition, dispute, jurisdiction)	Major international developer/provider of ERP software
Dec 2011	F -> E	2.8 K	ERP consulting firm description	Company promotional PowerPoint	Continuous improvement • Business/process efficiency • Success stories • SAP	Consulting firm specializing in Oracle E-Business Suite,

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						organizational consulting, ERP project management
Dec 2011	G -> E	6.3 K	Method for sustainable value proposition development	Dissertation		Organizational consulting firm
Dec 2011	G -> E	8.7 K	Unix-based firewall	Administration manual	Networking protocols (HTTP, HTTPS, FTP, STMP/POP, TCP, SSL, CARP, etc.) • Networking concepts/technology (IP addresses, gateways, ISP, DNS, proxies, routing, packets) • Unix (OpenBSD O/S, commands, processes, logging, daemons, etc.) • System configuration (administration, update patch control, servers/workstations, ISP router, mail • servers, gateway, proxy, DNS) • Routing methods (OSPF, etc.) • Lynx • CARP/load balancing • Egress filtering • User accounts • GUI (screen resolution, browser types)	Kirchheim-based IT security solution specialist
Dec 2011	G -> E	16.2 K	Software application for design & customization of "hybcell" DNA/protein microarray experiments (cell preparation, analysis) • Hybcell	Software application instructions • Device operating instructions	Cell processing (re-heating/heating/cooling, hybridization, rotation, laser excitation, aging, etc.) • Sample analysis • Instructions on installation, cleaning, troubleshooting, decontamination, transport • Technical specifications (power supply, etc.) • Safety	Austrian-based developer of systems and tests for multiplex clinical and medical research diagnostics

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			processing machine instructions		instructions/warnings • System administration (user/rights management, etc.)	
Dec 2011	G -> E	19 K	Unix-based firewall (authentication, high-availability option)	Administration manual	User Internet access rights (granular assignment, authentication groups, etc.) • Squid proxy • Relays • Packet filters • O/S domains • Squid proxy • HA redundant firewall system (configuration/distribution; planning; concepts - cluster, nodes, peers/master/slaves, ring topology, HA daemon, gate daemon, OSPF routing, CARP)	Kirchheim-based IT security solution specialist
Nov 2011	G -> E	2.6 K	Renewal of authorization for pharmaceutical for immunostimulation in infections	Authorization application • Expert opinions • Related correspondence	Summary of product characteristics • Arzneimittelgesetz (AMG) • Bundesinstitut für Arzneimittel und Medizinprodukte (BfArM)	Irish manufacturer /supplier of pharmaceuticals
Nov 2011	G -> E	11.4 K	Student explanations of & exercises for basic arithmetic concepts & operations	School textbook text		
Nov 2011	G -> E	4.8 K	Unix-based firewall	Glossary • User manual • Administration manual (for side channel)	Side channel • Networking protocols (HTTP, HTTPS, FTP, SMTP/POP, TCP, SSL, CARP, etc.) • Networking concepts/technology (IP addresses, gateways, ISP, DNS, proxies, routing, packets) • Unix (OpenBSD O/S, commands, processes,	Kirchheim-based IT security solution specialist

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
					logging, daemons, etc.) • Routing methods (OSPF, etc.)	
Oct 2011	G -> E	8 K	Unix-based firewall	Administration manual for e-mail management	E-mail gateway/relay • E-mail analysis (spammer IP management, black list, filtering/pattern detection, virus scanning, logging) • Patterns/regular expressions • Protocols (STMP, POP3, MIME, etc.) • Related standards • Error messages	Kirchheim-based IT security solution specialist
Oct 2011	G -> E	30.6 K	Software applications for processing CAD data for plant construction	Software application instructions • Training documents	AutoCAD • AutoPlant Piping • CAD concepts (projects, documents, templates, workspaces, palettes, layers, styles, grids, supporting structures, objects, references, views, dimensioning, labelling, etc.) • Machine configuration/insertion • Piping configuration/insertion • Piping properties (sleeve, flange, nozzles, etc.) • Bills of materials	International specialist and technology partner for plant and equipment and related services for processing basic foods and manufacturing highgrade materials
Sep 2011	F -> E	3.7 K	Company personnel training programs	Program descriptions • Related provisions/policies	Professional development (specific company areas, foreign languages, etc.) • droit individuel à la formation (DIF)	Major international developer/provider of ERP software
Sep 2011	G -> E	4.3 K	Explanation of pension benefits	Employee pension documents	Personnel group/contribution group descriptions • Statutory pension insurance • Insurance history • Social insurance (Germany) • Datenerfassungs- und -übermittlungsverordnung (DEÜV)	German subsidiary of global health care company

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Sep 2011	G -> E	9.9 K	Data center planning • Networking concepts	Marketing handbook	Transmission media (plug connectors, distributors) • Copper cable types (coax, twinax, twisted copper, categories) • Fiber optic cable types (single mode, multimode, GOF, POF) • Plug connector types (RJ45, ARJ45, TERA, GG45) • Component properties (attenuation, insertion/return loss, etc.) • Related standards	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Sep 2011	G -> E	4.3 K	Explanation of network concepts • Descriptions of products offered by network cabling solution provider	Website text	Network topologies (FTTC, FTTB, FTTH) • Network architectures (passive optical, P2P, P2MP) • Zones (backbone, city ring, feeder, access) • Distributors • Street cabinets • Connection boxes • Optical termination outlets • Distribution/rack cabinets • Plug connectors • Assemblies	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Sep 2011	G -> E	12.8 K	AutoCAD • Company-specific AutoCAD document management system	Software application instructions • Test exercises	Basic AutoCAD • User interface elements (menu, toolbar, ribbon, etc.) • Coordinate systems (WCS/UCS) • Basic concepts (layers, drawing tools, styles, 3D modeling, etc.) • Creation/modeling commands (extrude, loft, etc.) • Objects (solids, plant objects, etc.) • Object snap/track • ProjectWise Explorer document management system (data sources, folders, workflows, authorities, plotting,	International specialist and technology partner for plant and equipment and related services for processing basic foods and manufacturing highgrade materials

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					etc.) • AutoPlant Piping application	
Sep 2011	G -> E	1.9 K	Management consultant website	Website marketing text		Swiss-based management consultant
Aug 2011	F -> E	1 K	Certification of painting process	Technical diagnosis • Technical specifications	Chemical ingredients, properties • Related standards	French public national organization providing research and innovation, consultancy, testing, training and certification services in the construction industry
Aug 2011	G -> E	300	Web page for internationalization office of German university	Website/promotional text		Internationalization office of German university
Aug 2011	G -> E	9 K	German regional finance office employment template forms	Employment forms	Formal statement/commitment of employee duties (obligations of secrecy, etc.) • Compensation/social insurance forms (instructions/evaluation for specific employment groups, etc.) • Application to university president for accepting employment of various types • General personnel forms • Related legal provisions	German regional finance office
Aug 2011	G -> E	500	Impressum for German university website	Website/legal text	Copyright • Content disclaimer • Barrierefreie Informationstechnik-Verordnung (BITV)	German university

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Aug 2011	G -> E	5.3 K	University employment (proofreading)	Employment forms	Application to President to enter into employment contract • List of documents for submission (CV, birth/medical certificates, etc.) • Declarations (confirmation that applicant is not under investigation, is financially solvent, etc.) • Telecommunications policy • Data confidentiality policy • Applications for secondary employment, sick/holiday leave • Teilzeit- und Befristungsgesetz (TzBfG), Wissenschaftszeitvertragsgesetz (WissZeitVG), other German acts/legal provisions	German university
Jul 2011	G -> E	35.5 K	Descriptions of manufacturing company processes (accounting, financial, SAP, production cycle, IT, etc.)	Process narratives • Standard operating procedures	SAP terminology • Accounting methods (P&L, accrual, Handelsgesetzbuch vs. US GAAP, etc.) • Accounting concepts (valuation, depreciation, goodwill, impairment, inventory, intangible/fixed assets, reserves/provisions, restructuring costs, financial reporting, closing, etc.) • IT (change management, data backup/recovery, system security/access, virus protection, user/security administration, etc.) • Production cycle (sales/production orders,	European manufacturer of motive power batteries/chargers

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					<p>purchase orders, billing, raw materials) • Master data maintenance • Record processing • Responsibilities/tracking (requests, approvals, etc.) • Specific processes - Invoice price adjustments (for foreign currencies, etc.), inventory disposal/scrapping, property tax assessment, writing off bad debts, leasing contracts (types, valuation, write-downs, etc.), fixed asset management/valuation, physical inventory, calculating income tax (carryforwards, tax provisions, deferred taxes, etc.), calculating accrued liabilities, cash disbursements, payroll, sales & accounts receivable, inventory costing, etc. • Related legal provisions (Handelsgesetzbuch, etc.)</p>	
Jul 2011	G -> E	29.6 K	Specific issues in data center planning • Networking concepts	Marketing handbook	<p>Relevant standards, differences between standards • Cables types/categories • Distributors • Plug connectors • Rooms/zoning/layout • Room concepts • Security zones • Network hierarchies (types, protocols) • Cabling architectures • Methods for power supply/shielding/grounding/cooling • Cable runs/routing • Threats</p>	Swiss-based international supplier of passive cabling solutions for high-quality communication networks

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					(catastrophes, natural hazards, malfunctions) • Security • IT infrastructure (hardware, servers, storage systems) • Server implementation types (farm, virtual, rack) • Network infrastructure basics (NICs, switches, routers & firewalls) • Connection technologies/interfaces (RJ45, SC, LC, MPO, GBICs/SFPs) • Virtualization methods • Transmission protocols (TCP/IP, Ethernet, FC, FCoE, etc.) • Protocols for redundant paths • data center bridging	
Jul 2011	G -> E	50.9 K	Introduction to/broad overview of data center aspects	Marketing handbook	Server function types (file, print, mail, web, DNS, application) • Applications • Networks • Storage architectures • Data center setup types • Cabling systems • Energy consumption/management • Security aspects (natural hazards, other risks) • Data center planning/design • Data center types/business models • Classes (downtime, redundancy, tier categories) • Governance/risk management/compliance, related standards • Business-related aspects (customer perspective, decision makers) • Enterprise data centers	Swiss-based international supplier of passive cabling solutions for high-quality communication networks
Jun 2011	F -> E	8.9 K	Civil liability insurance	Insurance contract	Guarantees (limits, etc.) • Supplemental	French association

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			policy for IT-related businesses		guarantees (measures to prevent litigation, Waiver of insurer claims to profits of parent company, etc.) • Exclusions • Territoriality • French codes of law	for IT professions
Jun 2011	G -> E	7.3 K	Power jet cleaning system for steering system racks	System messages	Electrical components • Technical systems (tank, pump, cleaning/drying) • Onboard computer	German supplier of industrial cleaning systems
Jun 2011	G -> E	4.7 K	Cross-country ski track-setting system	Web site text • Technical specifications • Marketing • Success stories	Technical components, materials • Winter sports • Snow	German-based supplier of plastic injection moulding, tool making, assemblies
Jun 2011	G -> E	400	Digital media firm press release (proofreading)	Press release	Media strategy • Success stories	German-based consultancy/agency for digital media
Jun 2011	F -> E	1 K	Case study of overhaul	Case study	French Animal feed and health sectors service company	Major international developer/provider of ERP software
May 2011	G -> E	1.7 K	Electrical actuators	Safety data sheet in accordance with EC Directive 91/155/EWG		Aerospace defense division of major international technology group
May 2011	G -> E	1.5 K	Product range for supplier of automobile parts	Company web site		German-based supplier of original & OEM replacement automobile parts
May 2011	G -> E	400	System (feed hopper,	Client offer		German-based manufacturer/

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			conveyor unit, etc.) for separation of magnetic impurities from dry bulk material			supplier of metering/weighting technology
May 2011	F -> E	8.2 K	Overall IT company quality assurance system	Quality manual	Records control • Internal authorities • Human resources • Product design/development • Preventive/corrective actions	International Canadian-based designer of computer graphics, imaging & video solutions
May 2011	G -> E	1.9 K	Appointment of company data protection officer per German Federal Data Protection Act	Contracts • Description of services		
May 2011	G -> E	2 K	Annual report for digital media company	Annual report	Web/computer terminology • Retail	German-based consultant/agency for digital media
May 2011	F -> E	20.4 K	Provision of general accounting system software for company group	Framework agreement	SAP • Description of services • Commercial terms • Support levels • Intellectual property • Development/modification	Major international developer/provider of ERP software
May 2011	G -> E	3.9 K	Utilities/tools for Windows computers (translation, proofreading & localization)	Advertising text		German-based developer of Windows system utilities
Apr 2011	G -> E	5.3 K	Utilities/tools for Windows computers (translation, proofreading & localization)	Advertising text		German-based developer of Windows system utilities
Apr 2011	G -> E	1.9 K	Template employment contract	Legal • Contract		International supplier/developer of vehicle repair solutions
Apr 2011	G -> E	600	Invoice for communication	Invoice		Major European

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			s services			telecommunications company based in Germany
Apr 2011	G -> E	1.6 K	"Futurist" project introducing everyday people to current information and communication technologies	Corporate • Public relations		Major European telecommunications company based in Germany
Mar 2011	G -> E	9.9 K	Utilities/tools for Windows computers (translation, proofreading & localization)	Advertising text		German-based developer of Windows system utilities
Mar 2011	G -> E	14.2 K	Description of interface for data exchange with foreign systems	Technical specifications	Data synchronization • Data records • SOAP, XML • Concrete/asphalt recipes, recycling • Vehicle weighing/loading/delivery	Swiss-based manufacturer of asphalt mixing/concrete mixing/mineral processing plants, compaction machines and pavers
Mar 2011	F -> E	1.4 K	Chocolate pastries for international competition	Recipes		
Mar 2011	G -> E	1.8 K	Online service for creating video clips	General terms and conditions for use		German-based provider of video services
Mar 2011	G -> E	1.2 K	Description of fabrics exposition (proofreading)	Synopsis		
Mar 2011	G -> E	600	Software/hardware solutions to manage biomass balancing, greenhouse gas values		Biomass • Greenhouse gases	London-based provider of solutions and systems for regenerative energies and mass

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						balancing
Mar 2011	F -> E	6.5 K	Provision and installation of production zone for Lithium-ion prismatic cells	Request for information in bid return		International automaker based in France
Mar 2011	G -> E	1 K	Voltage relays	Operating/maintenance instructions		Mannheim-based manufacturer of components for mass transit systems
Feb 2011	G -> E	3.6 K	Logistics management application	Computer message text		German logistics company
Mar 2011	G -> BE	5.1 K	Cross beam load suspension device	Instructions for operation, safety, commissioning, transport, maintenance		German-based manufacturer of lifting equipment
Feb 2011	G -> E	800		Risk assessment report		Swiss-based provider of logistics labeling solutions
Feb 2011	G -> E	4 K	Car starters & alternators	Workshop tips for damage assessment/repair		German manufacturer of replacement car parts
Feb 2011	G -> E	3.6 K	Joining technologies (proofreading)	Service portfolio		German-based provider of joining technologies throughout Europe
Feb 2011	G -> E	4.6 K	Utilities/tools for Windows computers (translation, proofreading & localization)	Advertising text		German-based developer of Windows system utilities
Feb 2011	G -> E	5.3 K	Multi-function device network and related services	Offer in response to a RFP		Swiss-based provider of office technologies
Jan 2011	G -> E	300	Online account activation	Automated e-mail messages		

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
Jan 2011	G -> E	2.3 K	Anti-money laundering guidelines	Company group guidelines		German financial investment company
Jan 2011	G -> E	2.8 K	Management report for subsidiary of provider of infrastructure software	Annual report • Employee survey		Leading international provider of infrastructure software based in Massachusetts
Jan 2011	G -> E	1.4 K	Structural repairs	Itemized spreadsheet list	Building • Construction	Shopping mall in Oberhausen, Germany
Jan 2011	G -> E	437	Employee computer services (proofreading)	PowerPoint		Major European telecommunications company based in Germany
Jan 2011	G -> E	6.9 K	Service provided by online payment system company to promote providers of web content	General terms and conditions of business and contract		Swiss fiduciary services company
Jan 2011	G -> E	5.1 K	Oil extraction cart	Operating instructions • Technical description		German-based manufacturer of hydraulic systems
Jan 2011	G -> E	5.6 K	Utilities/tools for Windows computers	Advertising text		German-based developer of Windows system utilities
Jan 2011	G -> E	1.8 K	Chemical agents for: anti-static treatment of textiles and plastic surfaces, anti-rust/anti-graffiti protection, ceramic polish, siphon water treatment, glass	Technical/material descriptions • Instructions for use		Swiss-based manufacturer of cleaning products

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			cleaning, stone treatment			
Jan 2011	G -> E	14.8 K	Hydropower generator	Technical specifications		International supplier of hydroelectric equipment, technology and services based in Germany
Dec 2010	G -> E	900	Legal text for company web site regarding liability for externally linked pages, data protection and data use	<i>Impressum</i> • Legal		German-based consultant/agency for digital media
Dec 2010	G -> E	900	Neutrino telescope	Press release	Scientific	German university
Dec 2010	G -> E	3969	Utilities/tools for Windows computers	Advertising text		German-based developer of Windows system utilities
Dec 2010	G -> E	4 K	Agreement on services/equipment for provision of electric filter and ventilation system	Negotiation record		International Swiss-based provider of technical verification, inspection, testing and conformity assessment services
Dec 2010	F -> E	12.7 K	Agreement on production/distribution/support/repair of vehicle diagnostics kits for major automobile manufacturer	Framework contract	Payment terms • Scope of services • Industrial/intellectual property	International supplier/developer of vehicle repair solutions
Dec 2010	G -> BE	1.7 K	Operating table	Instructions for packing, assembly		International German-based manufacturer of medical operating room technology

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
Dec 2010	G -> BE	20.6 K	Operating table	Operating, installation, safety instructions	Technical • Cabling • Tools	International German-based manufacturer of medical operating room technology
Dec 2010	G -> BE	9.1 K	Process descriptions for medical technology company	Process descriptions	Change management • Complaint management • Suggestions for improvement • Inspection deviation permit	International German-based manufacturer of medical operating room technology
Dec 2010	G -> BE	700	Safety information regarding possible operating table component failure	Customer notification • Confirmation receipt		International German-based manufacturer of medical operating room technology
Nov 2010	F -> E	1.7 K	Future of SAP	Newspaper article		
Nov 2010	G -> E	100	Utilities/tools for Windows computers	Christmas advertising text		Developer of Windows system utilities
Nov 2010	G -> E	3.2 K	Web site for manufacturer/supplier of medical technology	Company web site	Interventional systems (cardiology, radiology) • Hospital/laboratory systems • Transfusions • Cardiovascular • Diabetes	U.S.-based medical technology manufacturer/supplier
Nov 2010	G -> E	2.9 K	Long-term strategies for energy provider company	PowerPoint presentation		Major German energy provider
Nov 2010	G -> BE	23 K	CAD drawing standards for railway station cable, signaling and building systems	CAD drawing standards • Technical specifications	Fiber optics • Earthing • Circuits	Provider of fixed phone lines in Germany
Nov 2010	G -> E	1.7 K	U.S. university/German research institute collaboration agreement	Contract	Multimedia applications • Computer hardware • Legal • Contractual	
Nov 2010	G -> E	400	Counter block	Technical specifications		International German-based engineering

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						conglomerate
Nov 2010	G -> E	~ 4 K	Switchgear specifications (proofreading)	Specifications • Instructions		International German-based engineering conglomerate
Oct 2010	G -> BE	500	Contract between dolphinarium and dolphin-supported therapy provider	Contract		
Oct 2010	G -> E	500	<i>Praktikum</i> traineeship	Memorandum of understanding		Social work department of Swiss university
Oct 2010	G -> E	1.5 K	Forged steel specifications	Material sheet		German technical inspection association
Oct 2010	F -> E	800	Orbital cutting/beveling/welding machines	Company web site text	Technical	International French-based manufacturer of orbital cutting/beveling/welding machines
Oct 2010	G -> E	3.8 K	Utilities/tools for Windows computers	Advertising text		German-based developer of Windows system utilities
Oct 2010	G -> E	3.5 K	Elevators	Company web site text	Construction/building	German-based elevator manufacturer
Oct 2010	G -> E	2.2 K	Cable systems (proofreading)	Company web site text • Impressum	Technical	International German-based designer/supplier of cable systems for various sectors of industry
Oct 2010	F -> E	10.7 K	E. coli control, salmonella inspection • Recruitment of French civil servants	Inspection plans • Technical guide • Legal provisions	Directives & regulations regarding ready-to-eat products • Non-conformities with S.S.O.P., H.A.A.C.P inspection plans • JORF	USDA
Sep - Oct 2010	G -> BE	15.5 K	Call server system	Invitation to bid • Commissioning	Computer hardware • Infrastructure • Networking •	German railway infrastructure

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
				ng, change management processes	Telecommunications • Data description	provider
Sep 2010	G -> E	700	Software consultation meeting (proofreading)	Minutes	Software life cycle • User requirements	International manufacturer of sliding table saws based in Germany
Sep 2010	G -> E	300	Biomass proof of sustainability	Form		German federal agency
Sep 2010	G -> E	11 K	Activities review for interactive media R&D institution (proofreading)	Review report		Austrian-based R&D institution for interactive media
Sep 2010	G -> E	12 K	SAP BI system data flow	Technical implementation paper	SAP • Accounting	German-based international financial services provider
Sep 2010	G -> E	4 K	Software modules for machine control	Software system description	Soft SPS • Object-oriented software	
Sep 2010	G -> E	7.8 K	Fiber-optic-based network with wavelength division multiplexing for radio/video broadcasting	Technical description • Invitation to bid		
Sep 2010	G -> E	400	Water technologies	PR • Description of services		German-based provider of water technologies
Sep 2010	G -> E	1925	Utilities/tools for Windows computers	Advertising text		German-based developer of Windows system utilities
Sep 2010	G -> E	14.4 K	Description of a multiple IT provider management solution	Solution description • Process flows	Provider service order chain	Swiss provider of IT and communications solutions
Aug 2010	G -> E	200	Network external access	Results of invitation to		Swiss airport management

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			solution	bid		company
Aug 2010	G -> E	1.9 K	SAP cloud computing solution	Interview/PR		Swiss-based IT consulting company
Aug 2010	G -> E	1.3 K	Contingency funding plan description			German-based automobile financial services bank
Aug 2010	G -> E	4.2 K	Utilities/tools for Windows computers	Advertising text		German-based developer of Windows system utilities
Aug 2010	F -> E	2.4 K	Russian industrialist/prisoner Mikhail Khodorkovsky	Magazine article		
Aug 2010	G -> E	500	<i>Praktikum</i> agreement	Contract		International supplier/developer of vehicle repair solutions
Aug 2010	G -> E	500	Results of pelvic MRI test (proofreading)	Medical test results		Joint medical practice
Aug 2010	G -> BE	2.5 K	German district court decision on dispute regarding ownership of numerous domain names (proofreading)	Legal decision		District court in Germany
Aug 2010	G -> E	500	Cryovalves	Product descriptions		German-based high-precision valve manufacturer
Jul - Aug 2010	G -> BE	24.9 K	Power station	Invitation to tender	DeNOX system • Catalytic converter • Ammonia tank/feed line • Schematics (stair case, boiler, hot intermediate reheating, cold intermediate superheating, feed water, live steam systems) • Fire alarm system • elevator emergency call system • radio-controlled clock time synchronization system	Leading energy provider in Europe

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
Jul 2010	G -> BE	51.4 K	Grid connection and commissioning of electrical power generation plants	Technical specifications	Electrical lines, cables • Cable runs/routing • Earthing systems • Transformer substations • Electrical systems • Anchoring systems • Civil engineering • Plant area maintenance • Protection systems	Major European public utility company
Jun 2010	G -> E	3.7 K	Corporate strategy for provider of textile care services	PowerPoint	Textiles	German-based international provider of textile and washroom hygiene services and mats
Jun 2010	G -> E	400	Search engine optimization keywords (localization to US English)	Keywords	Travel in Germany	
Jun 2010	G -> E	20 K	Employee education documents on computer-related and general security (proofreading)	Lecture notes		Major European telecommunications company
Jun 2010	G -> E	1.5 K	PR text for provider of photovoltaic plant services	Company fact sheets		Berlin-based international provider of services related to photovoltaic plant and power station design and implementation
Jun 2010	G -> BE	52.8 K	Automobile assembly plant construction	Technical specifications • Service/maintenance/safety regulations • Declarations of conformity	Production plant technology • Automobile parts • Electrical systems • Conveyor, lifting, robot, etc. systems • Welding, laser, adhesion, lubrication, etc. systems	Leading automobile manufacturer based in Germany
Jun 2010	G -> E	1.7 K	Final assembly instructions for meter device	Technical instructions/specifications	Electrical systems • Software instructions	International provider of gas, electricity

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						and water metering solutions based in Germany
May 2010	G -> E	900	Süddeutsche Zeitung article about wife of Russian industrialist on trial	Newspaper article		
May 2010	-> E	10 K	Next generation voice infrastructure network	Call for tender		Major European telecommunications company
May 2010	G -> E	4.6 K	Der Spiegel article about Steve Jobs	Magazine article		
May 2010	G -> E	5.6 K	Customer shipment data transfer specifications	Data record descriptions		German logistics company
May 2010	G -> E	6.4 K	Design, implementation of employee survey for major international producer of flavors and fragrances	Description of employee survey		International market research and consultancy institute based in Germany
May 2010	F -> E	31.7 K	Integrated public finance management system for African country	Call for tenders, technical specifications		Major international developer/provider of ERP software
Apr 2010	G -> E	400	Company performance at 2010 CeBIT fair	Media analysis		Major international operating systems/applications developer
Apr 2010	G -> E	1.1 K	Company newsletter of research and services institution for material sciences and technology	Company newsletter		Research and services institution for material sciences and technology development

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			development			
Apr 2010	F -> E	1.3 K	Campaigns to increase customer web traffic	Case studies		Web portal for major international operating systems/applications developer
Apr 2010	G -> E	3.2 K	Provision of logistics system applications & hardware to branch office	Service level agreement		German logistics company
Apr 2010	G -> E	400	Frankfurter Allgemeine Zeitung article on Russian authorities hounding Russian journalists	Newspaper article		
Apr 2010	F -> E	500	La Croix article on visit of French Ambassador for Human Rights to support Russian industrialist on trial	Newspaper article		
Apr 2010	G -> E	500	Distributed network monitoring software	Press release		German developer of network monitoring software
Apr 2010	G -> E	1.3 K	Contract between German supermarket chain and foreign language software company	Confidentiality agreement		
Apr 2010	G -> E	1.5 K	Promotional text for German manufacturer of plastics products	Website, brochure text	Material, technical specifications	German manufacturer of polyurethane, elastomer and thermoplastic

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						products
Apr 2010	G -> E	1.5 K	Corporate travel expense management application	Computer message text • Field names	Financial • Taxation • Travel expenses • Corporate	Major international business outsourcing solution provider
Apr 2010	G -> E	800	Promotional text for Internet portal solution for collaborative multimedia content production	Advertising		German software development company
Mar 2010	(Proofreading / localization into US English)	3.8 K	Advertising text for online/cloud office software solution	Advertising		Major international operating systems/applications developer
Mar 2010	G -> E	600	Website text for German Internet services company	Website text	Server hardware, Internet terminology	German Internet services company
Mar 2010	G -> E	26.4 K	Logistics management application	Application instructions • Computer message text		German logistics company
Mar 2010	F -> E	300	Obituary on photographer	Obituary		
Mar 2010	G -> E	4.1 K	Real estate investment company annual report	Annual report	Financial • Property evaluations	Investment company subsidiary of commercial/residential real estate management company
Feb 2010	G -> E	500	Announcement to investor clients regarding new client classification based upon German Financial	General client letter	Financial	German financial investment company

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			Markets Directive Implementation Act (FRUG)			
Feb 2010	G -> E	1.3 K	Laptop advertising text, including relevant case study of a civil engineering company	Advertising	Computer hardware	German subsidiary of major Japanese-based international manufacturer of computers, printers, HDTV's and other high-tech equipment
Feb 2010	G -> BE	25	Internet search function for mobile commerce	Press release (headline only)	Internet software	Data quality company
Feb 2010	G -> E	1.1 K	Solutions for automobile service/repair	Website text		Automobile service solution provider
Feb 2010	F -> BE	400	Yacht description	Magazine article		
Feb 2010	F -> E	12.3 K	Corporate guides to welcome new employees/visitors to various branch office buildings located in France	Corporate text		Major international developer/provider of ERP software
Jan 2010	G -> E	47.1 K	Corporate travel expense management application	Computer message text • Field names	Financial • Taxation • Travel expenses • Corporate	Major international business outsourcing solution provider
Jan 2010	G -> E	600	Restaurant wi-fi installation promotion	Promotional		Major international fast food company
Jan 2010	G -> E	700	Promotion to encourage Internet commerce company	Promotional		Major international Internet commerce company

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			partners to provide links to foreign-based subsidiaries of the company			based in U.S.
Jan 2010	G -> E	9.7 K	Automotive diagnostic tool	Technical specifications • Request for bid	Automotive • Computer hardware	Major international automotive group based in Germany
Jan 2010	G -> E	3 K	Internet commerce term definitions	Glossary		
Dec 2009	G -> E	6.9 K	Fiduciary services company website text	Website text	Fiduciary, financial services • Website legal text	Swiss fiduciary services company
Dec 2009	F -> E	6.2 K	Revised calculation engine for provision for replacement of fixed assets for international electrical and natural gas energy provider	Technical specifications	Financial	Major international developer/provider of ERP software
Dec 2009	G -> E	800	Company website text for German-based international shipper of machines and installations	Website text		German-based international shipper of machines and installations
Dec 2009	G -> E	300	Virtual server monitoring software	Press release		German developer of network monitoring software
Dec 2009	G -> E	5.9 K	Cantonal regulations regarding taxation of holding & management companies, branch offices, expatriates	Swiss fiscal regulations		Swiss canton
Nov 2009	G -> E	600	Clothing & accessories	Online catalog		International agricultural engineering

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						company
Nov 2009	G -> E	400	Software development environment	Advertising		Major international operating systems/applications developer
Nov 2009	G -> BE	300	VOIP quality monitoring software	Press release		German developer of network monitoring software
Nov 2009	F -> E	7.9 K	Intellectual property management software solution (proofreading)	Response to technical specifications	SAP • Intellectual property rights (TV, film, music, etc.)	Major international developer/provider of ERP software
Nov 2009	G -> E	1.1 K	Website text for company providing services for fire/water/mold damage	Website text		Company providing services for fire/water/mold damage assessment & related demolition & disposal
Nov 2009	G -> BE	24.4 K	Medication production	Validation report for new process • Process/inspection descriptions & logs		Pharmaceutical company
Nov 2009	F -> E	10.2 K	Intellectual property management software solution	Response to technical specifications	SAP • Intellectual property rights (TV, film, music, etc.)	Major international developer/provider of ERP software
Nov 2009	G -> E	1.1 K	Management board rules of procedure	Management board rules of procedure		International health club group
Nov 2009	G -> E	300	Demand for penalty regarding forged articles	Legal		Security services company
Nov 2009	G -> E	6 K	Textiles	Exam questions		Textile college based in Switzerland
Nov 2009	G -> BE	40.2 K	Medication production	Process/inspection		Pharmaceutical company

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
				descriptions & logs		
Oct 2009	G -> E	1.6 K	Supervisory board meeting (Austria)	Minutes		Austrian paper & pulp manufacturer
Oct 2009	G -> BE	300	Employer reference	Employer reference		International provider/manufacturer of medical technology
Oct 2009	G -> E	100	Short history of thin, thick Internet client software	Descriptive text		Swiss provider of rich Internet applications
Oct 2009	G -> E	1.5 hours	Company promotional video	Subtitles		Provider of mobile communication technologies
Oct 2009	G -> E	300	(proofreading)	Logistics computer application messages		German logistics company
Oct 2009	G -> E	9 hours	Creation of TermBase from several translation memories		Planning, design software • Architecture • Engineering • Construction	International German-based provider of software solutions in architecture/engineering/construction
Oct 2009	G -> E	5 K	Company 20th anniversary, general company news	Corporate newsletter		German engineering firm
Oct 2009	G -> E	5.6 K	Description of worker with spine condition	Medical, legal documents for employment, benefits		
Sep 2009	G -> E	13.5 K	Product costing solution for automotive industry	Application description, instructions	Financial • Costing	Provider of enterprise product costing solutions for the automotive industry
Sep 2009	G -> E	0.5 hours (proofreading)	VOIP encryption software	Press release		German IT security company
Sep	F -> E	31.8 K	Banking card	Technical		German

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
2009			specifications	specifications • Tender for bids		provider of banknote & currency automation products & services & smart cards
Sep 2009	G -> BE	600	Announcement of opening of new corporate building	Corporate news		Swiss manufacturer of border security products
Sep 2009	G -> E	1.5 K	New release of reporting software tool	Software marketing		German provider of business applications software
Aug 2009	G -> E	3.7 K	Mobile phone usability study & recommendations for improvement	Usability study		User experience consulting company, major European telecommunications company
Aug 2009	G -> BE	500	Updates required to cutting systems	Technical specifications		Swiss cutting technology group
Aug 2009	G -> BE	4.4 K	Instructions for gas compartment evacuation, filling, reclamation, testing	Instructions (general, installation) • Technical specifications		International provider of power and automation technologies
Aug 2009	G -> E	1.3 K	Internal inspection of packaging machines	Risk assessment report	Austrian work regulations	International paper & packaging group
Aug 2009	G -> E	7.4 K	Guidelines for earthing and lightning protection systems and potential equalization	Technical specifications	Structural, electrical, control, process engineering • National standards	
Aug 2009	G -> E	2.8 K	Provision of logistics system applications & hardware to	Service level agreement		German logistics company

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			outside company			
Aug 2009	G -> E	700	Employee evaluations	(Same)		
Aug 2009	G -> E	9 K		Bill of quantities for major construction project	Specific architectural terminology for doors, gates, paintwork, plasterwork & related national standards and legal regulations	German architectural/interior design firm
Aug 2009	G -> E	3 hours	Web application to create/maintain mobile phone accounts (proofreading)	Application instructions		Major international mobile phone supplier
Aug 2009	G -> E	500	Press release about advertising campaign, "viral video" for office/project management software	Press release		Major international operating systems/applications developer
Aug 2009	G -> E	1.5 K	Advertising campaign for office/project management software	Advertising		Major international operating systems/applications developer
Aug 2009	F -> E	18 K	Electronic/biometric passports, identity cards	Tender for bids	Electronic authentication schemes	National ministry
Aug 2009	G -> E	400	Industrial process control system	Technical specifications		Industrial automation control engineering firm
Jul 2009	G -> E	300	Phone encryption software, phone tapping scandal	Press release		German IT security company
Jul 2009	F -> E	2.8 K	Employee training application data migration	System, technical specifications	SAP	Major international developer/provider of ERP software
Jul 2009	G -> E	1.1 K	Industrial	Website,		Industrial

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			furnaces	catalog text		furnace manufacturer
Jul 2009	G -> E	200	Corporation partner resolutions	Commercial		Logistics company
Jul 2009	G -> E	289 lines	Target groups for cloud computing solution	Marketing study	SAP	Major international developer/provider of ERP software
Jul 2009	G -> E	500	Software system for logistics company subsidiary	System, technical specifications		Logistics company
Jul 2009	G -> BE	300	Tunnel renovation case study	Abstract		Civil engineering firm
Jul 2009	G -> BE	300	Agitator	Operating instructions	Technical	Agitator engineering firm
Jul 2009	G -> BE	5 hours	Car purchases over the Internet (proofreading)	Study/survey		User experience consulting company
Jul 2009	G -> E	1 K	Legal correspondence regarding unauthorized "cold calls"	Letters		
Jun 2009	G -> E	400	Enterprise IT support software package	Press release		Enterprise IT support software development company
Jun 2009	G -> BE	1 K	Packaging technologies	Process/system descriptions		Packaging company
Jun 2009	G -> BE	500	Switches using Z-wave radio technology	Press release		Electronic accessory supplier/manufacturer
Jun 2009	G -> BE	300	Remote control for devices on home network	Press release		Manufacturer of energy-saving devices
Jun 2009	G -> E/BE	400	Enterprise IT support software package (document localization)	Press release		Enterprise IT support software development company

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
Jun 2009	G -> E	300	Employer reference		Restaurant	
Jun 2009	G -> E	300	Phone encryption software	Press release		German IT security company
Jun 2009	G -> BE	700	Tunnel/bridge inspection & service specifications	Technical specifications		Civil engineering firm
Jun 2009	G -> E	3 K	Service contract between online discount brokerage firm and online banking site	Contract		
Jun 2009	G -> BE	6.1 K	Pharmaceutical	Summary of product characteristics		Pharmaceutical company
Jun 2009	G -> BE	10.6 K	Pharmaceutical	Summary of product characteristics		Pharmaceutical company
May 2009	G -> E	900	ERP order system	Application instructions		ERP provider for chemicals and life sciences industries
May 2009	G -> E	400	Health care IT industry fair	Fair literature	PR	Fair host
Apr 2009	G -> E	400	Third-party help system for applications	Press release	PR	Software company specializing in application rollout and online help software
Apr 2009	G -> E	900	Cooling systems	PR · Technical descriptions of systems		Cooling systems engineering company
Apr 2009	G -> E	700	ERP solution implementation	PR · Case study		Provider of business consulting services
Apr 2009	G -> BE	6 K	Medication description	Summary of characteristics · Package information		Pharmaceutical company
Apr	G ->	1.2 K	Bi-annual letter	Corporate		Cleaning

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
2009	BE		from CEO to employees	document		technology/services provider
Apr 2009	G -> E	2.2 K	SAP accounts receivable tool integration	PR · Case study		Automotive vibration technology company
Mar 2009	G -> E	3.5 K	News, background of billionaire banker	Interview · Newspaper article	Financial	Banker
Mar 2009	G -> E	3.2 K	Shipping/computer application processes	Process descriptions		Logistics company
Mar 2009	G -> E	1.6 K	Rental agreement	Contract		Real estate company
Mar 2009	G -> E	400	2010 Oberammergau Passion Play	Press release		Town of Oberammergau, travel agency
Mar 2009	G -> E	2.4 K	Value-added service SMS billing	Technical specifications		Mobile phone provider
Feb 2009	G -> E	400	Web TV portal framework	Press release · Technical specifications		Web TV provider
Feb 2009	G -> E	300	Data encryption software	Press release	PR	Data encryption software vendor
Feb 2009	G -> E	8.3 K	2009 CeBIT IT trade fair exhibitions	PR	Software	Major international operating systems/applications developer
Feb 2009	G -> E	2.6 K	Sports car exhibition at 2009 Geneva Auto Show	Press release · Technical specifications · PR		Automobile manufacturer
Jan 2009	G -> E	2.1 K	Swiss occupational benefits plans	Detailed financial analysis of plans	Financial	Occupational benefits provider
Jan 2009	G -> E	1.9 K	Swiss occupational benefits plans	Company follow-up contract with occupational benefits provider	Corporate · Legal · Financial	Occupational benefits provider
Jan 2009	G -> E	1.2 K	Swiss occupational	Employee plan	Corporate · Legal · Financial	Occupational benefits

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			benefits plans	description		provider
Jan 2009	G -> E	1.7 K	Applications/sy stems software	Video scripts · PR		Major international operating systems/applications developer
Jan 2009	G -> E	6.7 K	Logistics system implementation for new business unit	System technical specifications · Process descriptions		Logistics company
Jan 2009	F -> E	4.3 K	Blood sugar meter instructions and related materials vigilance	Assorted correspondence	Medical · Legal	Pharmaceuticals company
Jan 2009	G -> E	5.2 K	Applications/sy stems software	Large advertising campaign to help businesses cut costs	PR · Ad copy · HTML	Major international operating systems/applications developer
Jan 2009	G -> E	5.7 K	Survey on toy video commercial	Survey answers	PR · Slang	Major international toy manufacturer
Dec 2008	G -> E	26.7 K	Information, VOIP management component	Technical/architectural specifications	Computer software · Hardware · Infrastructure	Major international telecommunications company
Dec 2008	F -> E	3.4 K	SAP implementation	System requirements questionnaire	Online translation over company Citrix system	Major international ERP system provider
Dec 2008	G -> E F -> E	9.5 K	Logistics company documents	Process descriptions · Service descriptions · Company contracts, forms · Transport regulations		Logistics company
Dec 2008	F -> E	41.5 K	SAP implementation for logistics/transportation	Service specifications · System requirements	Online translation over company Citrix system	Major international ERP system provider

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
			subsidiary of food distribution group			
Nov 2008	G -> E	300	Yacht	Magazine article	Technical specifications	
Nov 2008	F -> E	400	Inverted stern for yachts	Magazine article	Technical description	
Nov 2008	F -> E	10.5 K	Accounting/financial system	Service/technical specifications · System requirements		Major international ERP system provider
Nov 2008	G -> E	5.7 K	Delivery of coolers to large international electrical engineering company	Framework contract with cooler company		
Nov 2008	F -> E	18.5 K	Financial system to track assets, liabilities and financial transactions for international manufacturer/provider of construction products, packaging and other materials	Service/technical specifications · System requirements	Financial	Major international ERP system provider
Oct 2008	F -> E	100	Internet game complimentary gift	Confirmation letter		International multimedia company
Oct 2008	G -> E	300	Logistics computer application	Computer messages		Logistics company
Oct 2008	F -> BE	2000	Legal	Family certificate		
Oct 2008	F -> BE	100	People of wealth	Newspaper article		
Oct 2008	F -> BE	15.5 K	SAP · Transportation	Software requirements	Online translation through SAP Windows Server system · Bulk transportation of food, gas, petroleum, pulverunt, chemicals, concrete pumping etc. to locations including construction sites · Sales,	

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
					transportation, mission orders · Order management / billing · Forecasting / reporting · Logistics · Transport regulations · Intranet / extranet computer applications	
Oct 2008	G -> E	300	Soldered seam inspection system	Product description		Machine vision company
Oct 2008	G -> E	400	Architectural windows	Invoice		Construction company
Sept 2008	VACATION					
Aug 2008	G -> BE	124.5 K	Financial contracts · Netting	Manual · Report · Method descriptions · Process flows	Financial regulations · Basel II · Financial credit · Banking · Netting · Financial computer applications · Database tables/fields	
Aug 2008	F -> E	1.2 K	Transfer of shares agreement	Contract	Real estate	
Ongoing	F -> E	3.5 K	Automotive	PIRs (problem investigation reports)		Automobile manufacturer
Aug 2008	F -> E	700	Automotive	Newspaper article	Vehicle rental · Marketing	Automobile manufacturer
Jun 2008	G -> E	35 K	Property appraisals	Report	Real estate · Legal · Property/building/zoning laws · Contracts · Architecture	Real estate company
Jun 2008	G -> E	100	Legal · Software	Disclaimer		Software company
Jun 2008	G -> BE	830	Logistics	Company services description PowerPoint · PR		Logistics company
Jun 2008	G -> BE	~ 12 K (project billed by hour)	Logistics	Short terms and phrases	Online translation over company Citrix system · Logistics computer application · Computer messages · Transportation / logistics terms	Logistics company
Jun 2008	G -> E	1.2 K	German heating market	PowerPoint presentation	Utilities · Contracting · Energy suppliers	Energy supplier
Jun 2008	G -> BE	3.6 K	Java classes	Code comments	Manufacturing · Engineering	Software development

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						company
May 2008	G -> E	3.2 K	Pharmaceutical	Medication summary of characteristics		Pharmaceutical company
May 2008	G -> BE	2.2 K	Corporate design specifications	Instructions	Printing · Graphics · Website	Logistics company
May 2008	G -> BE	63 .1 K	Software development · Design/configuration of Java classes/components	Technical manual	Object-oriented design · Swing · GUI components · Software configuration · Threads · Asynchronous processes · Process / component communication · Messages · Software development tools · Runtime/test environment · Build/deployment · Version management · JEE	Software development company
Apr 2008	G -> E	20.9 K	Toll billing computer system interoperability requirements	Technical specifications	Management of orders, services · Reporting · On-board computer unit management · Contracts · Service providers, third parties · Software - configuration, updates, security · Data collection	Toll billing system development company
Apr 2008	G -> E	1.2 K	Technology trade fair	Product descriptions · Trade fair presenter goals	Cable harness · Fluid technology · Automation · Information technology · Computer application for engineering, simulation	Engineering firm
Apr 2008	G -> E	10.4 K	Toll billing computer system	Technical specifications · Change requests · Process descriptions	System interfaces · Management of orders, operations, documents, workflow · Reporting · On-board computer unit management · Vehicle specifications (registration data, pollutant category, etc.)	Toll billing system development company
Apr 2008	G -> E	5.3 K	Automotive supply computer application	Application configuration / operating instructions · Change requests	Application automated regression tests · Java Enterprise Application configuration / deployment · EAR · Databases · JNDI · Application server	Automotive company
Apr	G ->	7 K	Logistics	Process	Loading equipment	Logistics

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
2008	BE			descriptions · Computer application instructions	management · Handheld computer use · Sorting equipment · Corporate infrastructure · IT organization	company
Mar 2008	G -> E	5.7 K	Hygiene management in ambulant operations	Method descriptions · Abstracts · PR		
Mar 2008	G -> E	1.5 K	Camera switch box / image display	Product specifications · Operating, installation instructions		
Mar 2008	G -> BE	10.5 K	Software development tool	Tool description, background · Requirements · Report, thesis	Software life cycle · QA	Software development company
Mar 2008	G -> BE	32.1 K	Object-oriented programming principles · Java	Lecture, presentation materials	Design patterns · Refactoring · Defensive programming · Debugging · Error handling · Tracing & logging	Software development company
Feb, Mar 2008	G -> E	~ 23 K (project billed by hour)	Logistics	Short terms and phrases · Computer messages	Online translation over company Citrix system · UN numbers, descriptions for dangerous goods	Logistics company
Feb 2008	G -> E	38 K	Aviation radio navigation	Educational materials (.xml format)	Different radio navigation applications (RADAR, LORAN) · GPS · History	Software company
Jan 2008	G -> E	70.4 K	Computer systems · Infrastructure	Technical manual / instructions · Process flows · Service contracts · Service level agreements	Networks (corporate, LANs for small to very large locations, WANs) · Network / hardware configurations · Management of IT projects / requests · Emergency processes · Division of corporate department responsibilities	Airline
Dec 2007 - Jan 2008	G -> E		Logistics	Process descriptions · Technical, computer manual / instructions · Work flows	QA · Financial · Transportation regulations · Computer	Logistics company
Dec 2007	G -> BE	1.5 K	Tunnel repeater (radio) system	Commissioning guide	Hardware configuration · Computer instructions	Company specializing in

Comp. Date	Lang. Dir.	No. of Words	Main Subject	Document type(s)	Other keywords	End Client (if applicable)
						radio frequency development & applications
Dec 2007	G -> E	1 K	Logistics · QA	PowerPoint manual	Transportation regulations (hazardous goods, etc.) · Driver competence · Corporate responsibilities	Logistics company
Nov 2007	G -> E	561	Steel production	Technical manual · Technical requirements	Manufacturing / production · QA · Chemistry	Wheel manufacturer
Nov 2007	F -> E	1.1 K	Corporate · Financial	CV · Cover letter	Automotive · Education	
Nov 2007	G -> E	1.8 K	SAP IT project management	Corporate newsletter	Manufacturing	Bearing, precision component manufacturer
Oct - Nov 2007	G -> E	4.5 K	Trends in current society	Presentation · Flowcharts	Aging · Material shortage · New materials · Mediatization & networks · Safety & security · Climate change · Biotechnology · Artificial intelligence · Leisure time · Education · Globalization · Mobility · Social structures · Miniaturization · Urbanization	Bearing, precision component manufacturer
Oct - Nov 2007	G -> E	83.4 K	SAP	Computer / technical instructions	Manufacturing · Order management · Logistics · Computer applications	Bearing, precision component manufacturer
Nov 2006	G -> E	214	Captions for card game using TRIZ problem-solving methodology.	Captions	Colloquial	
Apr 2004	G -> E		Superfinishing machine	User interface labels		Timken
Various	G -> E, F -> E	~ 200	Bearing parts	Schematic notes		Timken
Apr 2005	F -> E	680	Legal	Letter of settlement	Customs infraction · Roller bearings	Timken Aerospace
Aug 2002	G -> E	600	Exchange students	Newspaper article	Eastern German culture	Experiment in International Living

NON-TRANSLATION-RELATED WORK EXPERIENCE

The following list describes my job history prior to September 2007, when I began to freelance as both a translator and software developer.

Please visit <http://www.conbriosoftware.com/files/ConBrioProjectHistory.pdf> for a list of my freelance projects in the area of software development/IT.

Programmer/Analyst, Timken Aerospace (subsidiary of the Timken Company), Lebanon, NH.
January 2004 to present.

TA manufactures precision bearings for the aerospace industry.

Project Description: Developed Java Server Faces web application allowing account reps to measure customer service quality by inputting incidents over several defined customer service quality KPIs.

Platform: WebSphere application server/JSF over System i, DB2

Tools: WebSphere Development Studio, Subversion, ISeries Navigator

Programming languages: Java, HTML

Additional Details:

- Programmed web pages for record creation, update and deletion; field content is input by drop-down menus, text fields and text boxes.
- Implemented JDBC connection to two DB2 AS/400 files with unique keys (one for KPI tracking and one for customer master) for record creation/update/deletion. KPI tracking file keyed by user ID and timestamp of record creation.
- Created above tables using SQL function in ISeries Navigator, including journaling.
- Application authenticates to Windows Active Directory group.
- Used WebSphere web art designer and animated gif creation tools to create template for about 10 different pages, including header with Timken logo, footer, and navigation bar with button icons.
- Use Subversion for application revision maintenance.

Project Description: Developed data warehousing system to transmit invoice, order & purchase order data for new Timken acquisition to central data warehouse on a daily/weekly basis.

Platform: Crystal Enterprise Express server over Windows Server 2003, Firebird/Quantum Control database, VB Script jobs as Windows scheduled tasks

Tools: Crystal Reports, Notepad

Programming languages: VB Script, TCL/TK

Additional Details:

- Created Crystal Reports to extract data from Quantum Control database tables (later upgraded to Firebird); created ODBC connections to database.
- Installed Crystal Reports Enterprise Express server to automatically run Crystal Reports regularly.
- Wrote scripts in Windows Script Host and VB Script to format daily reports and ftp them to data warehouse repository; scheduled scripts as Windows scheduled tasks.
- Installed new DB driver when database was converted to Firebird; revised Crystal Enterprise Express configuration when server physically moved locations (and IP address).

Project Description: Created bots to upload/download order data to/from customer Internet portal; created reports over data downloads.

Platform: IOpus Internet macros, Access database, VB Scripts on Windows Server 2003 linked to AS/400 DB2 tables.

Tools: WebSphere Development Studio, Notepad

Programming languages: IOpus Internet Macros, Visual Basic, VB Script, AS/400 command language, SQL (various versions), RPG

Additional Details:

- Created macros using IOpus to automatically sign in to customer web portal, input selection data (such as customer number and end date of report download), upload order data (such as promise date schedule) and download schedule files to Timken server.
- Wrote scripts in Windows Script Host and VB Script to drive above macros, and to convert downloads from Excel to text files; scheduled scripts as Windows scheduled tasks.
- Wrote AS/400 C/L script to convert text files to DB2 physical files.
- Reports over downloads created using Excel Visual Basic, RPG ILE, and various SQL versions (MS SQL, IBM SQL, ASC Sequel).

Project Description: Intranet, web portal maintenance - TimkeNet (Timken corporate-wide) and Timken Aerospace web portal.

Platform: Timken Aerospace web portal - Jetspeed on WebSphere application server

Tools: TimkeNet web page maintenance tool, Notepad

Programming languages: Java, HTML, ASC Sequel SQL, ASC Sequel on the Web

Additional Details:

- Create reports using Excel VB, AS/400 C/L, RPG ILE & SQL versions (MS SQL, IBM SQL, ASC Sequel, NGS Query) and output as .pdfs or Excel spreadsheets.
- Also use ASC Sequel on the Web tool to make AS/400 queries available on web pages.
- Create web pages for Timken Lebanon departments.
- Add/delete/update links to reports and forms, including mass update of contact link to feedback web service.

Project Description: Created “consolidated” backlog to display open orders from new order entry systems managed by customer account reps, in addition to orders initiated at Timken Lebanon.

Platform: RPG, AS/400 C/L programs on System i, IFS

Tools: WebSphere Development Studio, Hyperion Brio data warehouse web interface

Programming languages: RPG, AS/400 CL, SQL

Additional Details:

- Developed query over data warehouse and coordinated FTP transmission from data warehouse server to local IFS.
- Wrote AS/400 C/L to convert daily data warehouse text file extraction to AS/400 physical file.
- Created AS/400 customer exchange table to tie non-Lebanon customer #s to Lebanon customer #.
- Wrote AS/400 C/L, RPG, DDS for printer file and physical files to create reports; scheduled report to run weekly on Robot.

Project Description: Numerous reports for operations, customer service and other departments.

Platform: AS/400 CL, RPG on System i; IFS; ASC Sequel on the Web; automated Windows scheduled tasks (Excel spreadsheet jobs) on Windows Server 2003

Tools: WebSphere Development Studio, Excel Visual Basic editor, ASC Sequel, ASC Sequel on the Web

Programming languages: AS/400 C/L, RPG, various SQL (IBM SQL, ASC Sequel, NGS Query, Microsoft).

Additional Details:

- Operations reports written include flow days, flow day variability, area completions, daily queue, assembly capacity, packed output, vendor turn (outsourcing), equivalent pieces capacity, processing queues.
- Applied Lean 6 Sigma concepts (equivalent units, equivalent operations, packed output) to many operations reports.
- Customer service – exception reports, specially formatted reports.
- Engineering – engineering/customer service part revision disconnects.
- Reports created using Excel Visual Basic, AS/400 C/L, RPG ILE, DDS (for physical files, display files and printer files), various SQL tools (IBM SQL, ASC Sequel, NGS Query).
- Some reports run on separate server from AS/400 and involve server maintenance, use of Acrobat Distiller, ODBC connection to AS/400, and other technical issues.

Project Description: System i systems & applications maintenance

Platform: System i

Tools: ISeries Navigator, Robot job maintenance tool, ESEND, various System i tools

Programming languages: AS/400 C/L, RPG

Additional Details:

- Revisions/maintenance to RPG ILE, DDS code (metallurgical lab report - increase size of one field; shipping report – add promise date to selection; on-time delivery report – add selection to query, and add menu option), backlog archive (C/L to save snapshots of backlog to different file members); engineering cover distribution page revision).
- Investigate and handle Robot job terminations, maintain Esend distribution lists.
- ESEND distribution revisions.
- Production data changes, one-time queries as needed.

Project Description: Various desktop help.

Platform: Windows XP

Tools: MS Office (Word, Excel, Access)

Additional Details:

- MS Office - Changes to Excel templates, creations of Excel graphs, Word assistance as needed.

Production Technician, Medical MetRX Solutions (formerly Medical Media Systems), West Lebanon, NH.

November 2002 to January 2004

MMS primarily creates 3D color computer models from CT scans showing blood flow, thrombus, etc. of patients with blood vessel disorders. My main functions there were to:

- *Convert CT film scans & x-rays into digital format for later processing;*
- *Coordinate MMS' secondary business as a core lab/repository for x-rays of patients requiring stents.*
- Archive/manipulate x-ray images by scanning x-ray film into computer, processing, then burning CD.
- Linux / Windows - copy/move files; create directories; file transfer (FTP); download from Internet.
- Download CT scans from variety of media (optical disks, DVDs, CDs, Internet).
- Everyday use of medical terminology in updating scan histories.

Self-Employed Translator/Programmer, Marley .32

November 2001 to November 2002.

(See first resume entry above).

Editorial Assistant, Humor Department, Reader's Digest Association, Reader's Digest Road, Chappaqua, NY.

March 1999 to October 2001.

- Searched Internet (using Google, Northern Light & newspaper archives) & used library resources (including ProQuest, microfiche & reference books) to find material, item sources & contact info.
- Lotus Notes - boolean searches to find anecdotes in databases; file management.
- Quark - devised custom queries; created documents; applied styles & manipulated fonts.
- Word/Excel - wrote macros with pattern matching to manipulate exported Lotus Notes data & format text; designed flowcharts with Word graphics.
- Thought up titles for "fillers"; proofread items; transcribed speeches.
- Translated short items from German & French.

Publicity/Musician, Calico Junction (oldies/Irish music band), Bronx, NY.

June 1994 to December 2000.

- Created press kit (flyers, copy, press releases, logo, graphics).
- Sang and played keyboards & guitar.

Data Entry, Visiting Nurses Association of Hudson Valley, Mount Kisco, NY.

February 1998 to March 1999.

- Typed handwritten nurses' notes into computer; heavy use of medical terminology.

Administrative Assistant, John Hancock Insurance, Tarrytown, NY.

February to September 1997.

- Devised user-friendly Excel spreadsheet to distribute to brokers that calculated monthly rate for long-term care according to parameters they input.
- Used Mail Merge and created flyers in MS Word.

Volunteer, Westchester County Archives, Elmsford, NY.

1997.

- Conceived theme for exhibit entitled "Children At Play In Westchester"; selected appropriate archive photos using database; created captions, layed out exhibit along hallway walls.
- Transcribed old documents then entered text into database. archive photos using database; created captions, layed out exhibit along hallway walls.

Volunteer, Kunhardt Productions, Mount Kisco, NY.

1997.

- Transcribed letters handwritten by U.S. Presidents for video production.

Provider/Companion, Bronxville, NY.

April 1995 to June 1997.

- Spent one afternoon a week with Peter, a man who is legally blind and has a condition similar to autism.

Administrative Assistant, Pace University Lienhard School of Nursing, Pleasantville, NY.

November 1994 to April 1996.

- Everyday use of medical terminology to update course material.