CV Cover Page

Dear Sir/Madam,

My name is Edward A. Kim, a freelance translator & proofreader lives in Seoul, Korea. I had been worked for the Microsoft Vista, Exchange (v.12) projects as an one and only Korean QA and a Senior Reviewer. I want to be a freelance translator and proofreader (English into Korean) of your company. Thank you and I would appreciate your favorable consideration. Hopefully we are able to work on project together.

Best Regards.

Edward A. Kim

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CV Overviews:

* English-Korean (vice versa) translation in the following fields (Since 1985):
  Computer, IT, Software, Hardware, Internet, Electronics, Telecommunication, Game
  Medical Devices, Mechanics, Transportation, Marketing and News Releases and Articles
* Fluent in using PC (Since 1983):
  Internet, Microsoft Office applications, Graphics related applications, Visual Basic & C++,
  Editing applications, Web related applications, TM applications
* Over 19,500,000 words Translation/Software Localization
* Published Over 60 Books Since 1987
* KST membership (KOREAN SOCIETY OF TRANSLATORS)

Rates: (Euro €)

Word Rate	Proofread	Rush Rate	Technical	Minimum
80 (€/1000w)	25 (€/hour)	20 %	20 %	20 €

This is worked out on an average of what I have paid previously, although it will sometimes be more and sometimes be less. The word count is calculated base on the English words.

Hardware:	- VDSL-Connection (up to 400 Mbps)
	- File Server & Web-based Hard Disk (2GB)
	- Laser Printer & Scanner & FAX
	- Intel Core 2 Duo (4.26GHz, 4G, 500GB)
	- Pentium 4 (3.2GHz, 2G, 250GB)

Software:	- Adobe Illustrator	- Adobe PageMaker 6.5
	- Adobe Photoshop	- Adobe InDesign
	- Macromedia Dreamweaver	- Microsoft Frontpage
	- Microsoft Office 2K/2003/2007	- MSN Messenger
	- Microsoft Visio	- OmniPage Pro 12
	- Namo Web Editor 4.0	- Paint Shop Pro
	- Crystal Reports	- RoboHelp

Operating System:	- Windows Vista/XP/2000/ME/98 & Linux

Translation Tools:	- Trados, Catalyst, MFGTran, PASSOLO, MS-Loc Studio & Helium
	- SDLX, Satellite PE, Idiom WorldServer DVX, Wordfast, DejaVu

Kwon-Sik, Kim (a.k.a. Edward A. Kim)

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Seoul, 135-913, Korea

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WORK EXPERIENCE

◆ *May 2001 ~ Present*

Freelance Translator, Proofreader & Technical Writer, MS-Vista & Exchange v.12 as a QA

proofreader, Now, I am working for Microsoft, Google, McAfee, SAP, Autodesk, HP, etc.

◆ *Apr 1999 ~ May 2001*

Bowne Global Solutions Korea (Translation Company), Worked as Freelance Translator & Proofreader

(Participated in MS Windows NT, Excel & IIS Localization)

◆ *Nov 1994 ~ Apr 1999*

ComMania Consulting (IT Consulting Company), Worked as System Consultant & Technical Writer

(Published Over 60 Books Since 1987)

◆ *Sep 1991 ~ Nov 1994*

Proware Software (Software R&D Company), Worked as Programmer & System Analyst

(Built up C/S System & Document Management System of Seoul Bar Association)

◆ *Jun 1986 ~ Sep 1991*

Freelance Translator & Technical Writer about Computer

SKILLS

◆ English-Korean and Korean-English translation in the following fields:

Computer, IT, Software, Hardware, Internet, Electronics, Telecommunication, Mechanics,

Financial, Medical Devices, Transportation, Business, Marketing and News Articles

◆ Fluent in using PC:

Internet, Microsoft Office applications, Graphics related applications, Visual Basic & C++,

Website-making-related applications, Trados applications (Translation Memory Tools)

PUBLISHED BOOKS WRITTEN IN KOREAN

- ◆ Easy way to Hanguel (Korean Editor) 1.5 / 2.1 / 3.0
- ◆ PC Tools 7.1 / 8.0 ◆ Norton Utilities 6.01 / 7.0
- ◆ Memory Management: A to Z
- ◆ Borland C++ 3.0 Library Reference
- ◆ Windows 3.0 User's Guide ◆ Windows 95 User's Guide
- ◆ Windows 98 User's Guide ◆ How To Use Windows 2000
- ◆ MS Word 6.0 ◆ MS Excel 5.0
- ◆ MS Access 95 ◆ Using MS Access 97
- ◆ Public Software for Windows 1 / 2
- ◆ Introducing to Java 2 JDK 1.4
- ◆ Internet for Computer Mania ◆ etc.

PUBLISHED BOOKS WHICH WAS TRANSLATED ENGLISH INTO KOREAN

- ◆ How Computer Work (*Ziff-Davis Press*)
- ◆ How Software Work (*Ziff-Davis Press*)
- ◆ The Way Computers & MS-DOS Work (*Microsoft Press*)
- ◆ MS-DOS to the Max (*Microsoft Press*)
- ◆ MS Office 97 (*Course Technology, Inc.*) ◆ Office 97 Fast and Easy Visual Learning Guide (*Prima*)
- ◆ MS Word 97 (*Course Technology, Inc.*) ◆ Word 97 Fast and Easy Visual Learning Guide (*Prima*)
- ◆ MS Excel 97 (*Course Technology, Inc.*) ◆ Excel 97 Fast and Easy Visual Learning Guide (*Prima*)
- ◆ MS Access 97 (*Course Technology, Inc.*) ◆ Access 97 Fast and Easy Visual Learning Guide (*Prima*)
- ◆ MS PowerPoint 97 (*Course Technology, Inc.*)
- ◆ PC Magazine C++ Communications Utilities (*Ziff-Davis Press*)
- ◆ C & C++ Tips 1001 (*Open Horizons*)
- ◆ C Primer Plus 3rd Edition (*Waite Group Press*)
- ◆ C++ Primer Plus 4th Edition (*Waite Group Press*)
- ◆ Professional PHP Programming (*Wrox*)
- ◆ JavaScript 1.5 (*Que*) ◆ Oracle 8i DBA Handbook (*Osborne*)
- ◆ Teach Yourself Networking in 24 Hours (*Sams*)
- ◆ My Turn To Learn - An Up-To-Date Guide For Parents of Babies and Children With Hearing Loss
- ◆ The Art of WarCraft (*Brady*) ◆ etc.

TRANSLATION & WEB LOCALIZATION EXPERIENCES

◆ **Microsoft:** Windows NT, Excel, IIS (BGS Korea), MS Vista & Exchange Server 12, Longhorn...

◆ **Adaptec & Dell Korea:** Dell 39320, Embedded SATA Raid User Guide, UI & Online Help...

◆ **Intel Korea:** Channel-APAC_Anal, CMP v9... ◆ **Qualcomm Inc.:** QCT Developers Connection...

◆ **Oracle Korea:** Brochures, Manuals, Marketing Materials... ◆ **Sun Korea:** Brochures, Manuals...

◆ **Olympus Korea:** Ferrari, C-160 / 310 / 360 / 460 / 740 / 760 / 5060 / 8080, P-10, E-410/510...

◆ **EPSON Korea:** AcuLaser C9000, EPL6200, EMP 7850 Projector, EMP-TW200 UG...

◆ **Sony Korea:** VPL-HS3, HDD Photo Storage, BW-RS101… ◆ **Nielsen Media Research:** MAPP...

◆ **Tektronix:** Oscilloscope Manuals & Marketing Materials proofreading (around 3.2 million words)

◆ **Panasonic Korea:** AE500 Projector, AirCurtain Manual, LUMIX... ◆ **HP**: Officejet Pro K8600, new BSM manuals... ◆ **Motorola**: i876 Product Launch Guide, i876 Taos... ◆ **Google**: Style Guide, GWS

◆ **Medical related: VIASYS NeuroCare**'s Additional Information and Safety Notes, **Philips**' HeartStart FRx Defibrillator 861304 manuals, **Nicolet Biomedical**'s EMC Reference Guide, etc.

◆ **Web Localization**: FifaYahoo.com, Betfair.com, SoftwareFX, MotionPoint, Mettler Toledo…

◆ **Bank & Insurance: Korea First Bank, Chase Manhattan Bank & Citi Bank:** Accounting Audit Reports & Articles, **LG Insurance:** Directors and Offices Liability & Company Reimbursement Policy, **Samsung Insurance:** Insurance Agent Education Manual Vol. 1~13, **KOTRA:** Articles, Promotional Materials, **Korea Investors Service (KIS)**: Financial Assessments of major domestic companies

◆ **etc.: KS5 Atomic Power Plant** Outside Reports, **JR EAST** Railway Network Leaflets, **TANDBERG** TV's Proposals for CJ CableNet, A Parent's Guide for **New York State** Testing Program, **muvee**'s autoProducer 3.0, **Discovery** - THE DEADLIEST JOB IN THE WORLD, **Disney** – Dolphins (IMAX), **Belkin**'s TuneCommand for iPod Manuals, **MetaQuotes Software Corp.**'s MetaTrader 4 Software Loalization, **McAfee** ePO 3.6, VSE, **NCR Taradata** 1200p, **VISTRO ECi/ECiQ** 2500p ◆ **Seagate, GM, MasterCard, Canon, SAP, Taco Bell, Webtrends, Sultex, Escofier, STIHL, SiGen, Avaya, Autodesk...**

EDUCATION

Feb 1989 Department of Law
Seoul National University at Seoul, Korea
Major: Law   Minor: Computer Engineering

REFERENCES

Available on request.

Edward A. Kim