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Name: Kyoko Toriyama

 402 Asahi Enburemu Shirokane Minami

 1-12-22 Kamioosaki, Shinagawa-ku

 Tokyo 141-0021, Japan

Cellular phone: +81-080-5035-5435

E-mail: preto@msg.biglobe.ne.jp  kyokotoriyama@msn.com

Language: English/Japanese Editorial & Translation Services

Computer:

 　Toshiba Dynabook TX/67CBI 2007 (Office 2007)

 　NEC LaVie HH750/H Windows Vista (Office 2007)

Toshiba Dynabook CX/3214CMSW XP version (Office 2003)

 Excel, PPT, Adobe Reader

 Trados V. 6.5, Wordfast 6.0, Transtool, Deja Vu

Education:------------------------------------------------------------------------------------

1990-92 MA, University of Oregon

 Department of Asian Studies: Japanese Language Pedagogy

 Pi Gamma Mu International Honor Society in Social Science

 Teaching Assistant of the Japanese Language Program

1978-79 Exchange Program, Department of European Studies

 Sussex University

 Japanese Government Scholarship

1975-80 BA, Humanities, International Christian University in Tokyo

1972-75 High School Diploma, Cairo American College

 Salutatorian

Career:----------------------------------------------------------------------------------------

Business Translation (1993-present)

 Sales & Marketing:

 Eng-Jpn

 Twenty Ways to Improve Your DM Copy

 HP Sales Document

 TV Marketing Research

 International Printers Network

 Panama Canal Registration Fee

 Annual Report on Euro Market

 Amway Art Exhibition

 Johnson & Johnson K.K. (Medical Equipment Sales)

 Fuji Xerox Business Management Document

 Promotion Media Logo

 Presentation of Medical Sales & Marketing

 Medical Industry Trainer Training Program

 Residency Program in Medical Industry

 Inventory Control

 Safe and Healthy Food: Cutting-edge Research in Sweden and Denmark

 Food Industry Exports to Challenge Automotives

 Breakthrough for Timber China

 Warehouse Storage of Oil Products

 Product Development System

 Biozone Air Purifier Sales Plan

 Greenfield Dairy Farm Milk Production

 Microbrush Corporation Home Page

 PMV Real Estate Developer Home Page

 Receipt Printer

 Supplier Corrective Action Notice (eSCAN) Application

 E-Learning (CAT learning) Material for Glass Manufacturer

 Bosch Automotive Mechanism

Absolute Care Professional Beautician & Beauty Salon Products

Diamond Inter Gems-Claes Company

Board and Directors

McKenny Roger Number Process Team Game

IBM Retail White Paper

Philips Brand Positioning

Business Cards

Company Employee Work Situation Survey

Telephone Survey of Clients

Interactive TV Program Marketing Presentation

RESPeRATE for Hypertension

Warranty Document

Sony Corporation of America: Story of Stringer

Universal Studio Map

Richardson Sales Training Manual

Navigating Through Change Pre-Post Measurement

PetLink Website Localization

Hong Kong Visitor Interview Questionnaire

OceanSpray’s Berry Business

Experian Decision Analytics

Cytec SHE Vision & Policy

Telephone Interpretation Business Marketing

Yahoo! Messenger and Global IP Solutions

EGS Foodservice Business Website

Jpn-Eng

 Aiming to Promote IPd Talk Telecom Services Association

 Establishment of "VoIP Conference" on Apr. 23rd

 Marketing of Plastic Staplers

 History of Sapporo Beer

 Computer Marketing Analysis

 Training Business Plan

 Certificate of Merit

 Traveling Expenses for Business Trips Including Lodging

 Japan Illumination Industry Association

 Minutes of Seibu Meeting

 Johnson & Johnson K.K. Sales Material

 Points of Economic Performance Development for the Present

 Purpose of Communications Group Activities for a Pharmaceutical Company

 Awards for Sales Representatives

 Department Store Sign

 Flowers You can Select!

 Restaurant Names

 Rules for Executives

 Job Power Rules

 Rules for Directors

 TV Commercial and Advertisement Search

 Mitsubishi Fuso Canter Launch in Vietnam

 Vehicle Advertisement Analysis

 Overview of ICT Development at Mitsui

 Advertisement Sales Letter

 President’s Message (Web)

 Automotive Industry Labor Situation

 BRITA Water Purifier: Aluna, Space Saver

 Company Management Report: Software Industry

 Brand Jacket Website

 Coca-Cola Qoo Ingredients

 Ashridge Human Resources Training Guide

 NTC Navigate Through Change for Mariott International

 Craft Punch Tools

 Voipbuster Voice Communication Software

 Lancome Tea & Coffee Capsule

 DotAsia News Release

 Nortel Marketing Software

 Company Brochure & Website:

 Eng-Jpn

 Web Page Company Pamphlet

 Web Page Instruction

 IC Company Profile Website

 Casino Antispam Policy

 HTBC Company Profile

 AustriaMicroSystems Company Website

 Mary Chocolate Website

 Manitoba Homepage Translation Website

 All Patagonia Destination Management Website

 Gemstones and Gemstone Jewelry Website

 FlexLink News

 Raceclubs Website

 Sunrise Brochure

 Dow Haricane Relief

 Translation Agency Website

 Scotland International Development Agency Website

 Geographical Name Website

 Multilingual Trade Website

 Mettler-Toledo Company Website

 Waters Website

 Brand Survey of Headphones

 Applied Language Solutions Company Website

 Jpn-Eng

 Kawaguchiko-cho Pamphlet

 Shizuoka Prefecture Pamphlet

 Ohta-ward Waste Disposal Rules

 Iruma-city Public Relations Brochure

 PRAP Japan Corporate Brochure

 City Brochure

 Ajinomoto Company Brochure

 JR East Brochure

 Shizuoka Gas Co., Ltd. Corporate Profile

 Shizuoka Handy City Guidebook

 Shinjuku International Exchange News

 Library Information for Users

 Hanno-city Handbook

 Shinagawa National Health Insurance

 Finance & Insurance:

 Eng-Jpn

 Stock Option Exchange Program

 NHK TV Program on Money Game in the USA

 The 100 Most Influencing People in Israel

 IBM Investment Services

 Credit Card and NETELER Online Money Transfer

 Finance Advice Marketing Letter

 Generator Income Note

 DLA Piper Finance

 ING Insurance Application Forms

 Penson Financial Services

 Royal Bank of Scotland

 Jikiro E-commerce Shop

 Jpn-Eng

 Life Insurance Company Correspondence

 Fair Price in Foreign Exchange Transaction

 Tokyo Stock Exchange

 Agreement:

 Eng-Jpn

 GIF Software Patent License Agreement

 PostScript-LZW/PDF/TIFFTM-LZW/GIF/

 Proprietary LZW Graphics Software Patent

 License Agreement

 Guinness Book of World Records Contract

 US Agency Service Agreement

 Music Sales Agreement

 Non-Disclosure Agreement

 Tillson Enterprises Non-Disclosure Agreement

 TV Film Material Agreement

 General Conditions of Export Sales

 Kitz Joint Development Program Agreement

 Maruhon Non-Disclosure Agreement

 Jpn-Eng

 Certificate of All Corporate Historic Items

 Land Rental Contract

 Memorandum of Understanding

 Politics:

 Jpn-Eng

 Management Committee of the Republic of China

 Proposal for the Socialist Party of Japan

 Eng-Jpn

 Monthly Intelligence Report

 Law:

 Jpn-Eng

 Office Regulations

 Childcare Rules

 Responding Methods to Questions by German Customhouse on PDP Tax Avoidance

 Quarantine Document

 Business Registration Certificate

 Census Registry Certificate

 Eng-Jpn

 Company Ethic Compliance Certificate Statement

 Code of Conduct

 Tourism:

 Eng-Jpn

 Balinese Hotel Brochure

 Welcome to Ethiopia

 British Hotel Guide

 Hong Kong Tram

 Starwood Hotel Human Resources Guide

 Movie:

 Eng-Jpn

 Toei Kanfu Movie: Chinese Hero

 Backstreet Boys Scenario

 Jpn-Eng

 Hiroshima Memorial Hall Video

 Letter:

 Jpn-Eng

 Diplomatic Letter to Dr. Liu of Hong Kong

 Personal Letter

 General Correspondence

 Crystal Water Group Business Letter

 Executive Letter

 Recommendatory Letter

 Japanese Language Education: Teaching Philosophy

 Authorization Letter

 Letter for Arranging Meeting

 Family Trouble Report Letter

 Eng-Jpn

 Letter on Investment Meeting

 Letter on Mutual Business Development

 Thank You Letter for Consumer Research Participants

 Fashion ＆ Cosmetics:

 Jpn-Eng

 Fashion-related Article

 Lancome Workshop Report

 Ito-Yokado Suit Order Entry

 Eng-Jpn

 Sansha Ballet Product Hp

 Rejuven from Juvena of Switzerland

 Health 4 International Co., Ltd. Brochure

 G-Star 2007 Spring Collection

 Goody Comb and Brush

 Trek Pants Protector

 Supercrease® for Clothes

 Videogame:

 Eng-Jpn

 Everquest

 Outlast

 Go Game

 Cooking:

 Jpn-Eng

 Microwave Cooking

 Eng-Jpn

 Northwest Flight Menu

 Modena balsamic vineger

 Psychology:

 Eng-Jpn

 Meditation

 Astrologists' Textbook

 History:

 Eng-Jpn

 New Germany

 Jpn-Eng

 Women’s Liberation Movement

 Education:

 Eng-Jpn

 Canada International Program

 VAE European Language School Catalogue for EXPO2005

 High School English Class Teaching Target

 Literature:

 Eng-Jpn

 Short poem

Technical Translation:(1993-present)

 Medical:

 Eng-Jpn

 Medicine Control Agency

 Linear Cutter Training

 Distal Portions of Rectum and Anal Canal

 Homepage Renewal

 Amway Healthy Diet

 Botulium Cosmotology

 Tablet for Dental Equipment

 Indications for TiMESH

 Children’s Lung Diseases

 Infectious Diseases

 Medical Equipment Comparative Demonstration

 Eye Treatment

 Microbrush

 Pediatrics

 Embosphere for Uterine Fibroid Tumors

 Skin Care Cream Product Brochure

 Norvatis Pharma 1st Quarter Report

 Stryker Medical Device Company Annual Report

 Medical Device for the Respiratory Tract

 Implant Research Abstracts

 Sanofi-Aventis Investigator/Coordinator/Pharmacist

Manual Info.

Stryker Product Claim Document

Covidien Anti-Bribery Policy

Product Change Request & API

Patient Management Software

 Jpn-Eng

 JT Accelerates Pharmaceutical Product Development

 Joint Research in Genomics with Two Japanese Colleges

 New Approaches to Optimizing Drug Development

 Request for Acknowledgment of Imported Medical Devices

 Medical Institute Pamphlet

 Oyster Extract

 Diffuse Inflammation in the Coronary Artery of Unstable Angina Pectoris

Household Electric Appliances：

 Washing Machine Instruction

 Toshiba Plasma Ion Air Conditioner

 Toshiba Vacuum Cleaner, Iron, Pants Presser User Manual

 Toshiba Air Conditioner

 Toshiba DVD Manual

 Toshiba TV Manual 2001

 Packaging Designs by Toshiba

 Toshiba Washing Machine User Manual

 Revision of Toshiba Vacuum Cleaner User Manual

 Digital Broadcasting by Toshiba

 Product Designing

 Toshiba Digital Time Lapse Recorder

 Toshiba Design Center Pamphlet

 Toshiba Plasma Display

 Toshiba TV. Catalogue

 Toshiba Vacuum Cleaner

 Toshiba Direct-View TV and PJ TV

 Liquid Crystal TV

 Plasma TV.

 Sanyo Battery Production Projects

 Engineering:

 Eng-Jpn

 OUTLAST Clothing Material

 Mountain Bike

 Light Commercial Water Purifier

 Mercury Motor Boat Service Bulletin

 MK II Automobile Safety Control Device

 Panasonic Fax Machine User Manual

 Motor Trend Car of the Year Article

 Metalink: VDSL Development

 Luxury Car Interviews

 Johnson Electric Company Brochure

 Polyester Film Sales Promotion Video

 Business Card for Film Maker

 Dow Corning Easy Clean Glass Coatings

 Exhibition Copy

 RADO Watch Website

 Siemens Measuring Instruments for Pressure

 Battery Company Group Profile

 UTvis Crack Detection Machine

 Offset Printing Press Interview

 Automobile Industry Technical Day Plan

 Coffee Production Process

 Forest Management

 Microcontroller for Automobiles

 Truck After-Sale Services

 SITRAN P Measuring Instruments for Pressure

 Leander Bed Assembly Instruction

 Diesel Engine Emission Report

 Flowmeter Instruction Manual

 Airless Spray Instruction Manual

 Bone Dry Concrete

 Pains Wessex Handflare

 Wind Tunnel Provider

 Video Monitor Stand Assembly

 CD Player Instruction

 Aston Martin Business Documents: Warranty Policy, etc.

 Deployment of Cisco Communications Wireless Device

 VTech Product

 DiamondView User Guide

 Scanner User Guide

 Avid Media Production Devices

 Cigarette Smoke Purifer

 GKN Driveline Press Release

 SWEP Plate Heat Exchanger

 Alfa Laval Magazine Article

 Masdar City Development Recyclable Energy

 TRW Automotive Aftermarket

 Business Card for Grass Roots PLC

JMicron/MB39X HW RAID Manager User Guide

 Jpn-Eng

 Ways of Heating Roads by Utilizing Natural Energy

 Multi Function FlipChip Bonder BFC-1000

 Dust Respirator

 Showa Aluminum ISO 9000

 Power Plant Proposal

 Zippo Watch Catalog

 Film Industry Presentation Material

 PALM Laser Pressure Catapulting

 PALM MicroBeam Technical Illustration

 Each Monoclonal Antibody against Human Stromal Type Collagenase, Human 72 kDa Gelatinase and Human 92 kDa Gelatinase and Utilization

 Multi-Function Flip Chip Bonder Equipped for Lab & Small-Batch Production

 Cellular Phone

 A Fundamental Study on Construction Methods for Recyclable Building

 Systematization of Performance Evaluation Items for

 Building Material Life Cycle

 Tu-Ka Mobile Phone Users' Manual

 Komatsu Folklift Disassembly/Assembly Manual

 Research on Remaining Life Assessment of 1.25Cr-0.5Mo Weld Joint Applied to Fossil Power Plant

 Characteristics of Low Temperature Sensitization and Evaluation of Susceptibility of Stress Corrosion Cracking in

 Heat Affected Zone of Austenitic Stainless Steels

 Iorganic Tin, Toluene and Trichlorobenzenes in Water

 Integrity Assessment of Flawed Components with Structural Discontinuity (IAF)

 Enhancement of Signal-to-Noise Ratio of UT Signals from Stainless Steel Welds by Using Wavelet Transform

 Application of Positron Annihilation Doppler Shift Analysis to

 Radiation Embrittlement for Reactor Pressure Vessel Materials

 Development of Advanced Ultrasonic Testing with Partitional

 Simulation Program

 Research on the Inspection Technique of Cast Stainless Using Automatic Ultrasonic Testing System

 Study on Environmental Qualification Method of Electric Cables Used in Nuclear Power Plant

 An Investigation for Detection of Random Direction Cracks Using the Ultrasonic Testing (SAT)

 Tennant Cleaner Hp

 Quality Control Document of OKI Electric Co., Ltd.

 Coffee Filter

 Wind Mill Patent

 Water Purifier Association Website

 Honda Accord Mounted i-CTDi Diesel Enginge Development

 Pch MOS FET for Protection of Lithium Ion Secondary Battery

 IBM IP Phone Strategy

 ROHM Set IC for Mobile Phone

 BRITA Water Purifier

 JISSO PROTEC Forum 2006

 Vessel Supplies Verification Exam

 Formaldehyde Emission Quality Examination Certificate

 Yamaichi Electronics Better Connection

 Assyst Japan, Inc. Drawings

 Miyasaka Rubber Products

 Kanto Electricity Safety Association User Interview

 Toyota Automobile Repair Confirmation Check Sheet

 Toyota Automobile Repair Results of Motor-related Parts

 Minolta 3D Data Processing Software Range Viewer

Chemistry

 Material Safety Data Sheet

 Powder Coating

 Sodium Metasilicate

Computer Software & Hardware：

 Jpn-Eng

 Fuji Xerox Technology Transfer

 Automobile Repair Software

 Application of Tivoli

 Computer Science Seminar Introduction

 Eng-Jpn

 Huze Far East & Mitsubishi Electric

 Website Promotion Software: A-SUBMITROBO

 Metalink Announces VDSL Analog Front End Breakthrough

 Error Screen Messages

 Computer Science Seminar Introduction

 e-Scan Software Localization

 AID Autoimmun Diagnostika

 MAQ Software Consulting Company Website

 Philips Website

 Dashboard Demo Software

 LimeWire Website Software Localization

 MCS Continuum Application

 Mobile Navigation Software

 Getting Started with IVUS Enhancer

 SNMP E-mail Server Software

 USB Phone Quick User Guide

 Hewlett-Packard Software Localization

 u-Nav Microelectronics Global Positioning System (GPS)

 Digital Technician/Harley-Davidson Digital Technician II

Read Me First

Digital Technician/Harley-Davidson Digital Technician II Obsolete Letter

Eikon Digital Privacy Manager

Software Localization Company Profiles

Checker, Proofreader:(1993-present)

Patent

 Jpn-Eng

The Information Acquisition Apparatus in a Vehicle-mounted Navigation System

 The Manufacturing Method of a Resin Coated Bellow

Pipe Ink-Jet-Recording Device

 Production of Low Viscosity Crystalline Eoxy Resin

 Vinyl Chloride Resin Famed Sheet and Wall Ornament

 Material Using the Same

 Storage Building for Spent Nuclear Fuel

 Concrete-made Cask 5(alpha)-Reductase Inhibitor

 Method and Device for Dry Etching

 Target for Neutron Scattering Facility

 Corrugated Pipe

 Laser Recording Device

 Optical Recording Medium, its Manufacture and Optical

 Recording/Reproducing Device

 Transmission Log File Preparing Method and Data Transmission Equipment

 Electron Beam-Irradiated Exhaust Gas Treatment and Device Therefore Vehicle with Driving Force Distribution Interlocking Power Steering

 Semiconductor Manufacturing Equipment

 Active Static Pressure Bearing Device and Positioning

Stage

Short-Hit Switching Circuit and Non-Hit Switching Circuit

 Orienteering Type Communication Style Games System

Detection Circuit for Frequency Modulated Signal and Game Machine Using the Same

 Driving Circuit for DC Motor

Device and Method for Detecting Final Point to be Polished

 Navigation Device

 Methods for Production and Uses of Multipotent, Pluripotent

Differentiating and Disease-Resistant Cell Populations

 Eng-Jpn

Derwent World Patents Index CPI Manual Codes

Engineering

 Jpn-Eng

 Water Purifier Manual

Shredder User Manual

 Sagawa Galaxy Motors Proposal

 Eng-Jpn

 Ericson User Guide

Cash Register User Manual

 DeLaval Swinging Cow Brush

 Diamond Sales Staff Questionnaire

 RollsRoyce Vessel Technical Manual

 KODAK Cine Start Workshop

 Camstar InSite Compliance with 21 CFR

 Encore Pro DB Version

 Telephone Conference

 iPhone 4 Manual

Literature

 Jpn-Eng

 Japanese Literature: Young Daughter, Our One Bathtub

 Eng-Jpn

 English Literature: The Orange Eater

Business Management

 Jpn-Egn

 EIT Company Management Report

 Eng-Jpn

Merck Information Technology Records & Information Management Month

Industrial Park in Slovakia

Sales & Marketing

 Eng-Jpn

 Adidas Marketing Material

 Frequent Service Marketing Research

 Disneyland Shuttle Service

 BOSE Global Survey Questionnaire

 SanDisk Flash Memory Advertisement

 Elmo Leather Goods

 Brand Naming Company

 Avid Film Business

West Group Sales Survey

Medical

 Jpn-Eng

 IcyTM Catheter Instructions for Use Model IC-3585AE

 Cool LineTM Catheter Instructions for Use Models

 CL-2085BE and CL-2295AE

 Medical Operation Manual

 Eng-Jpn

 CATROTM XP Biosense Webster

 Biosense Webster Manual

 Labor Process (birth)

 Synagis Injection

 Medical Device User Manual

 ACUVUE® Acquisition Program Follow Up Script

 Walker Ambulatory Support

 APV STRAP AOP GDP - Works Council

 Diabetes Clinical Survey

 ASUS Desktop Barebone

 Modular Femoral Head

 BEATRICE Breast Cancer Clinical Study

Metabolic Effects of Carvedilol vs Metoprolol in Patients

with Type 2 Diabetes Mellitus and Hypertension

 Nucleoside Analog Treatment

 Varian Medical System Anti-Kick Back/Anti-Fraud Policy

 Structure/Function Claim Substantiation in the United States on a

 SE5-OH-Containing Dietary Supplement and Menopause

Laboratory Instruction Manual

Quintiles Laboratory Testing Methods

Eyelash Survey

Parkinson’s Syndrome Survey

Double-blind Assessment of the Efficacy and Safety of Formulas on the

Upper Back Pigment Spots

Survey on Depression

 Clinical Test on Metapause

Tourism

 Eng-Jpn

 Hotel des Nations Home Page

 Your Singapore.com

 Travel Report on Hotel Management

Finance

 Eng-Jpn

 Global Electronics Solutions (GES) Funds

 Financial Marketing Strategy

 Global Fund Screener Website

 Certified Public Accountant’s Report

 AsiaMoney Roundtable

 Asset Management for Banking

 Citibank Reward Program

 Business Week Finance Article

Coutts and Royal Bank of Scotland Group Business Letter

Nomura Capital Introductions Briefing

Software

 Eng-Jpn

 Software Localization

 Localization Documents

 MAQ Software

 SAP Solutions

 Computer Solution Vendor Guideline

 PlantWeb Localization

 Sound Software Localization

 Website Term Strings

Hewlett-Packard Computer Software Questionnaire

Inventory Control Software Localization

Chemistry

 Eng-Jpn

 KODAK Photographic Solution Chemical Analysis

CSOFT Chemistry and Biology Software Downloading

Health & Fitness

 Eng-Jpn

 Fitness Magazine Articles

Education

 Eng-Jpn

University Course Guidance

 Oradell Public School Individual Education Program

London School of English Homepage

Gracie Jiu-Jitsu Website

Law

 Eng-Jpn

Dispute Resolution

Art

 Eng-Jpn

UK National Gallery Visitor Guide

Automobile

 Eng-Jpn

AMB of Mercedes-Benz Cars

Honda Accord Mounted i-CTDi Diesel Engine Development

Contract

 Eng-Jpn

Otsuka b-240 GRAS Feasibility Final/Contracts

 Confidentiality and Non-Solicitation Agreement

 Inventions and Original Works Agreement

 Key Employee Non-Interference and Non-Competition Agreement

Game

 Eng-Jpn

Casino Video Game

 Texas Holden Poker Game

Amazon Wild Game

 Caribbean Wild Poker

 Gold Rush Poker

Back-Translation

Medical

 Personal and Social Performance (PSP) Worksheet

Revision

AOL Asia Tenancy Agreement (Japan)

Medical Review for Adolescents with Epilepsy

Medical Interview with Youth Suffering from Schizophrenics

Sales & Marketing Research Survey Member (2003-)

 Choice Translating & Interpreting, Inc.

 Nomen Naming Consultants

Reporting and Translation:(2001-present)

 Interview in Jpn, Jpn-Jpn transcript

 Jpn-Eng translation IS300SX by Toyota

Translation and Tape Transcript:(2001-present)

 Eng-Eng transcript, Eng-Jpn translation

 Anterior Cruciate Ligament Reconstruction

Translation and Research Coordination:(2001-present)

 Article Search for Telecom Type II Companies

Proofreader: (2000-present)

 Jpn

 Government Official Documents

 Gift Sending List

 Marketing Computer Web Pages

 Jpn & Eng

 Japan Industrial Standards Association

2000- Japan Travelers Bureau

 Web Page Guidebook Articles in Eng:

 Golf, Diving & Character Goods Articles

1993- DHC Corporation:

 Researcher, Editor and Proofreader

 Publishing Division

 Wagner's English Clinic I, II

 (Proofreading)

 English Phrase Workbook by Ken Toyama

 (Planning, Translation)

 Stories on English (Planning, Editing)

1993- East West, Inc.:

 Writer, Researcher, Editor and Proofreader

 Japanese Language Education

 Newsletter (J-E)

 CRIC (Copyright Association) (J-E)

 Dictionary to Introduce Japan

 in English (J-E)

 Web Page Translation: Company

 Brochure (J-E)

 Official Japanese-English Dictionary (J-E)

1987-93 Japanese Language Instructor of U.S. colleges

 Michigan University Japan Program (1993)

 Middlebury College (1993)

 Carleton College (1992-93)

 University of Oregon (1990-92)

 Kalamazoo College (1989-90)

 San Francisco City College (1989)

 University of Kansas (1987-88)

1985-87 Writer, Translator, Proofreader & Interpreter

 Magazines (U-tan, Aspect, Econo, CAT, Men)

 Books (Japan in Hundred Questions

 Handbook on the Most Up-to-Date Information

 in English, All Women are Home Managers)

1981-85 Editor, Proofreader, Translator & Interpreter

 PHP Institute, Inc.

 Monthly English-language Magazine

 PHP Intersect (J-E)

1980-81 Sales Department Staff, Interpreter

 Seiko Corp.

 International Sales Dept. Sect. II

1975-80 Translator, Researcher & Interpreter

 Nippon Audio Visual Center (Nihon TV)

 Documentary TV Programs (E-J, J-E)

 Reporting Assistant, Interpreter

Skill:---------------------------------------------------------------------------------------------------

1994 Certificate of Teaching English as Foreign Language

 (Japan Times)

1994 Certificate of Insurance Business by the Japanese Government

1992 Certificate of Group Oral Proficiency Tester in Japanese

1990 TOEFL 623 points, TWE:Test of Written English 5/6

1980 Business Letter Writing Certificate

1979 Proficiency of English Cambridge University Examination

 Board

1976 Nippon Audio Visual Center (Nihon TV)

 Interpreter and Translator

1976 International Exchange Association (Ministry of Foreign

 Affairs)

 Interpreter and Escort for Foreign VIPs