

# ERIKA A. EGNER

TRANSLATION AND LOCALIZATION STUDENT | FREELANCE JAPANESE-TO-ENGLISH TRANSLATOR  
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## EDUCATION

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|--|--------------------|
| <b>Middlebury Institute of International Studies at Monterey</b><br>MA Translation and Localization Management (Candidate) | <i>May 2019</i>    |
| <b>Earlham College</b><br>BA Japanese Studies (College Honors)   | <i>May 2012</i>    |
| <b>Waseda University, School of International Liberal Studies</b><br>International Study                                   | <i>August 2011</i> |

## RELEVANT EXPERIENCE

**Minamata City Planning Promotion Division** *July 2015 – July 2017*  
Coordinator for International Relations

- Translated informational documents, pamphlets, and correspondence
- Interpreted for mayor, dignitaries, researchers, and students
- Proofread and edited English, including for 65-page book
- Organized first official exchange visit with sister city in ten years
- Led overnight English camp for 30-40 elementary school students, annual community festivals, and monthly international exchange events
- Shared cultural observations in monthly newsletter distributed to all Minamata City residents
- Led board meetings, managed accounts, and contributed and edited quarterly newsletter for local International Association
- Taught weekly English language and American culture lessons to K-12 students

**Research Institute for Enhancement of Local Attraction in Japan Co., Ltd.**  
Intern *September 2016*

- Wrote bilingual travel articles posted on website and social media
- Developed and presented proposals for future tours, which were later implemented by sister company

**Amakusa City Board of Education** *July 2012 – July 2015*  
Assistant Language Teacher

- Taught English as a foreign language to students aged 10-15 in collaboration with Japanese teachers of English through the JET Programme
- Designed curriculum and solo taught English to students aged 6-10
- Coached 4 winning students for speech competitions as well as English exams
- Translated educational documents, speeches, and announcements
- Interpreted and presented at professional development conferences and a sister city exchange

## CERTIFICATIONS

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|--|-----------------------------|
| <b>Japanese Language Proficiency Test N1 Level</b>           | <i>July 2014</i>            |
| <b>JET Programme Translation &amp; Interpretation Course</b> | <i>Oct. 2015-March 2016</i> |

## AWARDS AND HONORS

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|--|-------------------|
| <b>Phi Beta Kappa</b>  | <i>May 2012</i>   |
| <b>Arthur M. Charles Fellowship for International Studies</b>      | <i>April 2012</i> |
| <b>Waseda University SP3 Scholarship</b> for academic excellence   | <i>April 2011</i> |
| <b>Clifford Crump Phi Beta Kappa Award</b> for academic excellence | <i>March 2010</i> |

## SKILLS

Localization  
Translation  
Interpretation  
Japanese Language (business)  
Dutch Language (intermediate)  
Project Management  
Computer-Assisted Translation  
Website Management  
Event Management  
Time Management  
Effective Communication  
International Education