

# ERIKA A. EGNER

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

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## EDUCATION

**Middlebury Institute of International Studies at Monterey** *May 2019*  
MA Translation and Localization Management (Candidate)

**Earlham College** *May 2012*  
BA Japanese Studies (College Honors)

**Waseda University, School of International Liberal Studies** *August 2011*  
International Study

## 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

**Japanese Language Proficiency Test N1 Level** *July 2014*

**JET Programme Translation & Interpretation Course**  
*Oct. 2015-March 2016*

## AWARDS AND HONORS

**Phi Beta Kappa** *May 2012*

**Arthur M. Charles Fellowship for International Studies** *April 2012*

**Waseda University SP3 Scholarship** for academic excellence  
*April 2011*

**Clifford Crump Phi Beta Kappa Award** for academic excellence  
*March 2010*

## 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