

## **JUST O. ZETZSCHE, Ph.D.**

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### **ATA certified English->German Translator**

#### **SUMMARY OF SKILLS**

- Native fluency in German; near-native fluency in English and Chinese; proven mastery of written German and English; extensive translation experience in software, marketing, and technical fields.
- Intimate working knowledge of every phase of software and web localization, including translating, editing, development of glossaries, research and development of translation tools, DTP, and QA.
- Proven ability to assess and optimally implement translation tools, improve localization workflow, and write successful, customized, contract-winning proposals.
- 20 years of linguistic experience, both practical and theoretical, through translation, language teaching, and Masters and Doctoral theses on linguistics and translation history.

#### **MAJOR TRANSLATION PROJECTS**

- Software: Web Applications, Search Technology, Medical Device Software, Help Desk Applications, SAP, CRM applications, Data Cleansing, Teleconferencing, 3D Graphics, Video Editing, Prepress, Messaging, Internet Telephony, Reporting, Database Maintenance, etc.
- Hardware/Engineering: Web Servers, Alarm Systems, Medical Devices, Handheld Devices, Wireless Applications, Video Equipment, Printers, Gas Turbine Systems, Power Plants
- Internet: Web Marketing, Web Consulting, Internet Telephony, Search Engines
- Miscellaneous: General Marketing, Press Releases, Sports

#### **MAJOR CONSULTING ASSIGNMENTS**

- Technical Training Seminars for Translators, Proposal Creation, File Conversion, Tool Implementation and Training, Translation Memory Management and Implementation, Website Consulting and Localization, Workflow Evaluation and Consulting, Website Content Creation for Translation/
- Localization Companies, Documentation Creation for Localization Tools

#### **EMPLOYMENT**

International Writers' Group, Reedsport, Oregon

**Translator and Language Consultant**, October 1999-

*Contract language and consulting services to third-party companies*

Elucidex, Bellingham, Washington

**International Business Development Manager**, December 1998-September 1999

*Contacted new clients, wrote proposals and white papers, planned and managed new projects, directed in-house staff of up to sixty employees, supervised project managers*

**Manager of European Language Localization Departments**, July 1998-December 1998

*Supervised and instructed department heads, directed file management, led development and research of translation tools, developed and maintained project timelines, acted as client liaison*

**Head of German Localization Department**, August 1997-June 1998

*Directed team and participated in localization of manuals, help systems, software, and web sites*

## SOFTWARE EQUIPMENT

Windows 2000/XP/Vista/7 Professional, MS Office 2003/2007/2010 Professional Editions, MS Office Proofing Tools, Déjà Vu 3 and X, Trados 7.5 and Studio 2009, Transit Smart XV, SDLX 2007, MemoQ 4, Alchemy Catalyst 8, SDL Passolo 2007, Across 4.5, Heartsome Ultimate 7.5, Poedit, AlignFactory, FrameMaker 6, Acrobat Professional 8, QuarkXPress 4.1-7, InDesign CS2, Illustrator 10, EmEditor, UltraEdit, Photoshop CS5, Visio 2002, Abbyy FineReader, Nuance PDF Converter, numerous Windows and Mac conversion and editing utilities

## EDUCATION AND ACCREDITATIONS

**ATA Accreditation, English-to-German Translator, 2000**

**Doctor of Philosophy in Chinese Studies, 1996**

University of Hamburg, Germany

*Graduated with magna cum laude honors; awarded prize for school's best dissertation of 1996*

*Dissertation Title: History of the Union Version: The Culmination of Protestant Missionary Bible Translation in China (pub. 1999 in English, 2002 in Chinese)*

**Master of Arts in Chinese Studies and German Linguistics, 1993**

University of Hamburg, Germany

*Graduated with magna cum laude honors*

**Certificate of Teaching German as a Foreign Language, 1993**

University of Hamburg, Germany

## PUBLICATIONS

Bi-weekly computer newsletter for translators ([www.internationalwriters.com/toolkit](http://www.internationalwriters.com/toolkit)). Published since January 2004.

*The Translator's Tool Box: A Computer Primer for Translators* (see [www.internationalwriters.com/toolbox](http://www.internationalwriters.com/toolbox)). Published 2003 and updated regularly.

For complete list of publications in German, English, and Chinese, see [internationalwriters.com/aboutus/jostpub.htm](http://internationalwriters.com/aboutus/jostpub.htm).