

PROFESSIONAL

Freelance Translation and Interpretation, Airbnb Localization with broad experience in multiple fields, including Law, Energy, EU Twinning Projects, IT, Travel, Environment, Website Localizations and Yoga. Over 25 years of experience with meticulous attention to detail and providing excellence in finished works in a timely manner.

SKILLS

Attention to detail | Client and vendor relations | Dependable | Detail oriented | Organizational skills | Problem-solving abilities | Excellent communication abilities | On time deliveries | Project management
CAT Tool: MATECAT | Office 2016 | Excel, PowerPoint

EXPERIENCE

Freelance Translation | Simultaneous | Consecutive Translation | Localization

April 2009 – Present

CLIENTS:

LOCALIZATION | WEBSITE

Airbnb (Turkish localization team - since Oct 2016) | BoConcept (Localization) | Botego Bilgi Teknolojileri | Defendec | Gloria Hotels & Resorts | NURUS (English website) | Marka Sokak – PIQUE (English website) | Translated.net (Airbnb localization)

EU | ENERGY | FINANCE | LAW

Advance International | Ansaldo (Gebze CCPP) | BBi (UK Translation Company) | Boydak Enerji | Boydak Havacılık | Çakmak Law Office | Çimsa (Sustainability) | Çınar Engineering (TANAP Project - ESIA) | Doğu Otomotiv HR (Reports) | Enya Enerji Yatırımları Danışmanlığı | Fevziye Çetinel (Attorney – European Human Rights Court petitions) | G-Enerji | GE Medical Turkey | Goodrich (Petition) | Global Yatırım Holding (Global Port- Global Investment) | Krom Motorlu Araçlar (EB5 Immigration Documents) | Ministry of Customs and Trade (Draft Consumer Law, Consumer Law No: 6502) Öz&Öz Law Offices | Sheraton Ankara (Vendor contract) | Tages (Financial reports, legal) | Turchrome Mining (Arbitration documents) | Turbogen Engineering Sal (Power of Attorney) | Wilmar International (Indictment, statements etc.)

ESIA | MINING | TECHNICAL

3M Türkiye | ABRI Industries (Manuals) | Brain Lab-Delta Med | Çınar Engineering (TANAP Project) D-Marine Marina Group | Diversey | DryWired | DUCON | Ercan Çoban Mimarlık (Architectural reports etc.) | Golder Consultancy (Mining and ESIA) | HDM (CRC Tanap Pipeline Coating) | Jeep® | Kanada Teknik Ltd. | Metano Impianti (Manuals) | Norm Electronic (Tacograph) | Sealed Air | Stoneridge (Consecutive and documents) | Ustaoğlu Automotive

GAMIFICATION | IT

Arkas Holding (HR and IT, gamification) | Botego Bilgi Teknolojileri | DIGITgame (EU IT, Digital) | Doğu Otomotiv HR (Mentoring) | Enocta (E-learning, ICT) | HACKATHONIST 2014 | PlasticTwist | Tages (Industry & Information Technologies) | Poken S.A.

ADVERTISING | MARKETING | SOCIAL MEDIA

Acer | Brandchats | Coface | Doğuş Otomotiv HR (Stevie Awards) | Flormar | GoGetSale | Helen Harper | Hyundai | Lunapark | Mondelez International | Promoquebe (Social Media, Digital Strategy) | Q&A Market Research (Focus groups in various sectors) | Sirma Group | Work Attack (Production, Web Design) | YOO Design Studio

ART | LITERATURE

5.Kat (Movie-Translation and subtitles) | Abitus Art Projects | Arzum Onan-Woman Exhibition 2019 (Catalogue) | CER Modern (Catalogues, exhibitions) | DFI-Nezih Ünen (Movie script, website) | Gülçin Önel (*Light of Lilith* 2018 - book) | Helene Kazan - İstanbul Biennial 2011 | İstanbul Biennial 2011 | m1886 (Art Gallery) | Mardin Biennial (2010 to present) | Mehmet Gülerüz-Sheraton Ankara (Interpretation) | Özgür Önurme-"Bewildering Beauty" (Short film -Translation and subtitles) | Semih Yalman-Dreamstalk (*You Are What You Dream of* - book) | Sicpa Turkey (Museums-audio guide texts) | Yasemin Alkaya (Actress - Movie script, subtitles, interviews and web)

COACHING | LIFESTYLE | MINDFULNESS | TRAVEL | YOGA

5 Oda Butik Hotel-Türkbükü | 5th Floor Restaurant-Istanbul | Billur TV (Interviews) | Casita (32nd year catalogue) | Denge Merkezi (Coaching and NLP) | Dr. Gilbert Renaud - (2-day Recall Healing Workshop & Course material) | Leap | Franz Andrini Yoga (Workshops & articles) | GoTurkey (Turkey's Official Tourism Portal) | NOLA Restaurant | Viademy Coaching | Yamuna Body Rolling (2-day Workshop) | Yoga Darshan (Articles, trainings)

GENERAL

ANGİKAD (Women Entrepreneurs Association) | ANZAC Ceremonies - Gallipoli (2016 - to present) | Australian Embassy Ankara | Gallipoli Anzac Centennial Ceremony (April & August 2015 and VVIP support) | ITKIB (İstanbul Fashion Days) | iProbe Solutions (NY based Translation Company – translation & subtitling) | Monster Energy Drink | New Zealand Embassy Ankara | N'PR Communication Consultancy (Regus/PR) | Red Bull Energy Drink-Turkey (Air Races, Moto races, Legal) | Sanko Holding (Textile) | Sports People of Turkey | Transanatolia 2012-13 (Motorcycle races) | Translated (Various) | Unilever

INTERPRETATION

Meetings, conferences and organizations. (various Ambassadors, Rt. Hon. John Key - Former Prime Minister of New Zealand- and Mrs. Key during their trip to Turkey for the Anzac Centennial) | Charles Virtue (2-day ATP Class) | Dr. Ian McGibbon Talk Tour ("from the Uttermost Ends of the Earth" talks) | Marcolin Eyewear (Training) | Regular interpretation at trainings for local staff at the New Zealand Embassy in Ankara | Various company meetings & Workshops

Dec 2006 – April 2009

Business Development | Sworn-in Translator (Ankara 56th Notary)
Özaltın Holding – Ankara, Turkey

Working directly with the Vice President of the Özaltın group, accompanying him to meetings, translations of the holding (tourism, energy, construction), arranging and distributing all legal documents and agreements for the group's international projects, directing the flow of translations in other languages, acting as a liaison between Özaltın and its foreign partners, looking into new business opportunities, etc.

May 2004 - Nov 2006

Sworn-in Translator-Interpreter | Legal Assistant
Coşar Law Firm, İstanbul

Translation of all documents, letters, laws, regulations, communiqués, and agreements regarding arbitration lawsuits, mergers & acquisitions, privatization and legal counseling etc.

Various administrative duties within the organization of the office.

Mar 1999 – April 2004

Freelance translation | Interpretation and Localization

CLIENTS:

Alcatel, Allingus Translation, AMG Ltd (High Speed Train), Arena, Baker & Hughes (Oil), Bayer, BBi (UK translation company), BGP International, Bi-water Mediterranean (Water & Wastewater Co.), Centerra Gold, Citibank, Çakmak Ortak Avukatlık Bürosu, Daimler-Chrysler (Anti-bribery guide), Delta-Med (medical), Derman Ortak Avukatlık Bürosu, Deutsche Bank, Dutch Consulate - Istanbul, Ekin Publications (Tourism- city guides), Enron Power, Es-Step Translation, General Motors, Golder Associates Ltd., GTC, Güney Ege Enerji, Güneş Consultancy, Hacettepe University, Hergüner Law, Hermes Management Consultants & Training Center, HSBC Bank Turkey, iProbe Multilingual Solutions,), IRM Research, KEIPA | PABSEC (Parliamentary Assembly of the Black Sea Economic Cooperation conferences and documents), KOM (Anti-Smuggling and Organized Crime Department), Language Connect (UK Translation Company), Ministry of Trade and Industry (EU, Twinning), Netaş, New Ways (Women for Women's Human Rights), Nur-us (Furniture), Öz & Öz Law Offices, Park Holding, Pet-Ser Ltd, PSEG-Konya Ilgın, Red Bull Energy Drink-Turkey (Air Race, F1, Music Academy, FMX), Renda Güner Casting (Localization), Rio Tinto Exploration, Sabancı University, Siemens, TADOC (Turkish Int. Academy Against Drugs and Organized Crime), Teamcon (Universiade 2005), Teknorod Ltd (Automotive), Turkish Railroads, TomTom Media (Localization), tns-piar, UNDPC, various Defense Companies, White & Case LLP, Yazıcı Law Office.

FINANCE

Annual Reports, Credit Risk, Currency Option, Customer Agreement, Futures Agreements, Hedging, Options IRS, etc.

LAW AND ENERGY

Arbitration, BO, BOT, Communiqués, ESA, EU Legislations, Feasibility Agreements, Laws, Mergers, Official Letters, Privatization, Regulations, Share Purchase Agreements, TOR, various Agreements.

SIMULTANEOUS AND CONSECUTIVE

Bacou-Dalloz (Erataş, training seminar), Balet Plak (Press conference for Shirley Manson of Garbage), Barem International Research (Tuborg, Kellogg's, Shell, TNT market research), Coca-Cola (Turkey, cci), Delta-Med (Medical), Discovery Channel (Viewer Profile Meetings), Dutch Consulate İstanbul (Criminal Law Conference), KEIPA | PABSEC (Parliamentary Assembly of the Black Sea Economic Cooperation), Pucelik Consulting Group (Frank Pucelik's Leadership Seminar), SBC International Development (Mobile phone service provider tender), Sun-farma (Medical), TADOC (Turkish Int. Academy Against Drugs and Organized Crime), Unilever.

Mar 1997- Feb 1999 Legal Assistant | Sworn-in Translator-Interpreter (Ankara 38th Notary)
 White & Case LLP, Ankara
 Translation of all documents, letters, laws, regulations, communiqués and agreements,
 Procurement of office equipment, kitchen and cleaning supplies,
 Organizing receptions and social functions for the office,
 Planning and co-supervising renovations to the office.

Jan 1996 – Feb 1997 Freelance Translation | Interpretation
 Freelance Production manager and assistant director for TV commercials
 ABC Translator - Interpreter (part time) and A&A Production Co.

August 1995 – Jan 1996 Office Manager| Project Assistant and Translator – Interpreter
 Howard Energy International | Taurus Energy

October 1993 – Jul 1995 Translator and Interpreter
 Ankara Business Center (ABC)
 Translated sewage | Defense | Automotive projects.

1991 – 1993 Front Office GSA, VIP Floor
 Sheraton Ankara Hotel and Towers

1990 – 1991 English Instructor, Prep School
 Hacettepe University

EDUCATION

1990 – 1993 Master of Arts
 Hacettepe University, Faculty of Letters
 Contemporary British Theater,
A Study of Intruders and Intrusions in the Major Plays of Joe Orton

1985 – 1989 Bachelor of Arts
 Hacettepe University, Faculty of Letters

1974 – 1985 Primary to High School
 T.E.D. Ankara College

LANGUAGES

Turkish: Native
 English: Bi-lingual level proficiency (reading, writing and comprehension)
 Spanish: Beginner.
 Latin: 2 years at university.

VOLUNTEER

In charge of the school building, Bodrum
 Oy ve Ötesi – NGO, Volunteer work for monitoring the November 2015 general elections,
 Turkey

PUBLICATIONS

Master Thesis in contemporary British Drama: A Study of Intruders and Intrusions in the Major Plays of Joe Orton, Hacettepe University

OTHER

1999 – 2000

Gave 'Teaching English for Lawyers' course at the Research Institute of Banking and Commercial Law, Certificate Program, Ankara University (one semester).

2008 – 2009

Attended various courses on Coaching Techniques and Accelerated Language Learning.

2011

Certificate of Competence for Short Range Radio Operators | Certificate of Competence for Operators of Pleasure Craft.

Attended various courses on Coaching Techniques.

2019

School of Advanced Technologies for Translators

TAUS Transcreation Course | SATT 2019 - Milan