# PELIN YILDIZ

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# Curriculum Vitae

**Personal Information**

Date of Birth : 28.05.1979 Place of Birth : Ankara

# Education

2005- 2007 : Middle East Technical University, Ankara / TURKEY Executive MBA (Master Degree)

1997-2001 : Uludag University, Bursa / TURKEY

Department of Textile Engineering (Bachelor’s Degree)

# Courses Attended

* September 2000-May 2001- TOMER - German Course / BURSA
* November 1999-Turkish-German Association / BURSA

# Language

English: Advanced (Certified Translator) German: Intermediate

# PC Knowledge

Good command of MS Office, Minitab, SDL Trados

# Professional Experiences September 2005 - LangPod Translation Services

Project Coordinator

Specialized in:

* translation, editing of technical, financial and legal contents.
* localization
* quality control of translated documents

# September 2002-August 2005 AUNDE TEKNIK / BURSA

(Multi-national company) Quality & Project Engineer

Responsibilities:

* Inspection control, laboratory & final control
* Following new projects in every step of production
* Documentation and application of requirements for ISO / TS 16949
* Foreign customer / supplier representative
* Translation of specifications, test reports

# May 1998- Freelance Translator

(Certified translator of Ankara 24th Notary) Specialized in translation of technical, financial and legal contents.

# Certificates

* MSA – Measurement System Analysis (BVQI/ BURSA)
* TPM-Total Productive Maintenance (BVQI / BURSA)
* ISO 16949 – Quality System (BVQI / BURSA)
* ISO 16949 – Internal Audit (BVQI / BURSA)
* FMEA (Failure Mode Effect Analysis) (Kalmer)
* 6 Sigma – Green Belt (S.P.A.C. Ltd. Şti)
* ProZ.com Certified Pro
* American Translators Association – ATA Associate membership

# Memberships

* Proz.com (profile at: <http://www.proz.com/profile/1818796)>
* CIOL – Chartered Institute of Linguists (CIOL ID: 026410)
* ATA – American Translators Association (ATA ID: 261870)

# Related Background

|  |  |  |
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| **Project Name** | **Content** | **Volume (words)** |
| Technicas Reunidas Specifications and Contracts | Technical | 50k |
| Mimar Sinan Fine Arts, Department of Architecture Research Articles of Prof. Dr. Ozlem Eren | Technical | 300k |
| Mimar Sinan Fine Arts, Department of Architecture Research Articles of Assoc. Prof. Dr. Çiğdem Tekin | Technical | 50k |
| Eyuboglu Law Office  Petitions & requests | Legal | 160k |
| Ministry of Family and Social Policies Researches on People with Disabilities | Social Policies | 100k |
| G&I Partnership Research and Consultancy | Social Policies | 100k |
| Straker Translations – Medical devices | Medical  Technical | 250k |
| KL Translations – Patient Reports | Medical | 70k |
| Ankara University  EPOSTL – European Portfolio for Student Teachers of Languages | Education | 80k |
| Ministry of Health  Managing Change in NHS | Social Policies | 70k |
| Ministry of Defense  Technical Specifications | Technical | 50k |
| Selex ES | Technical | 150k |
| Ansaldo-Alarko  High-Speed Train Signalization Specifications | Technical | 150k |
| Indra  Signalization Systems | Technical | 20k |
| CAT Mobile Phone User Manual | Technical | 20k |
| IBM  Manuals and Software Localization | Technical | 30k |
| Mitutoyo  Product Manuals and Brochures | Technical | 40k |
| Elgi Compressors  Product Manuals and Brochures | Technical | 60k |
| Metroplan Engineering Supervision  Contracts, Specifications | Technical | 200k |
| Icecat | Localization | 10k |
| Cadde Patent Ltd.  Patent documents | Patent, technical | 50k |
| ATOS Information Technologies  Specifications | Technical | 100k |
| ProGlobal Information Technologies Specifications  Contracts | Technical Legal | 20k |
| Metroplan Musavirlik Ltd.  Tender documents | Legal Financial | 30k |
| Diebold ATM products and services  HR Documents | Social | 30k |
| International Railway Combined Transport Technical Specification | Technical | 10k |
| Wix.com | Localization | 125k |
| Wix.com | Localization | 50k |
| KOSGEB  Local Government Surveys | Social Policies | 100k |
| Ziraat Bank of Turkey | Financial | 80k |
| Sorare | Game | 20k |
| Note: Above projects are some of the millions of words completed. | | |

**References**

Available upon request.