

# Resume

## Personal data

Name Hiroko Furuno-Schiele  
Address Marlene-Dietrich-Str 11, 80636 München  
Phone +49 89 420957544  
E-Mail Info@Furuno-Schiele.de  
Birthday 28. Februar 1967  
Place of birth Nogata  
Nationality Japan  
Hobby Piano, violin, art, literature



## Academic background

1982.4 - 1985.3 Sakuyo Music High School  
1979.4 - 1982.3 Nogata Daisan Middle school  
1973.4 - 1979.3 Nogata Kita Elementary school

## Skills and qualification

2004 German intensive language course  
2001 Software development seminar  
2001 Software application and server management seminar  
2001 SQL database seminar  
1996 Training course for customs and excise dues  
1996 WindowsNT system management seminar  
1992 UNIX system management seminar

## Work record

2004.2 - Today *Furuno-Schiele Translations*  
German-Japanese freelance translator  
General text translation, proofreading, editing, services  
Software and website localization  
Translation of specialized texts, correspondence, documentation  
Services related to the languages German-Japanese

2003.1 - 2004.2 *SSJ Co.,Ltd*  
General support for financial application systems  
Compose course manuals for application programs  
Lecture on customer seminars for application software

- 2001.6 - 2002.9 *Actuate Japan Co.,Ltd*  
Support of object-oriented software products  
Distributed information systems support  
Composition of support inquiry reports
- 1999.8 - 2001.6 *FBS Co.,Ltd.*  
Support for trade business management systems  
Retail trade and fixed assets system software support  
Design of training seminars for this software  
Verification of management systems
- 1996.4 - 1999.8 *Halsystem Design Co.,Ltd.*  
Support of software products for construction industry  
Design of business management systems  
Execution of training courses for this software  
Verification of management systems
- 1995.4 - 1996.3 *Create Lab Co.,Ltd.*  
Administration of product information for Fujitsu CO., Ltd.
- 1994.3 - 1995.3 *Sansou Memorial Co.,Ltd.*  
Support of the customers data base
- 1992.2 - 1994.1 *Fujitsu Co.,Ltd*  
Cooperation in the product range "The Education on Net"  
Customer 2<sup>nd</sup> level support via E-Mail and telephone  
Draft of an C programming exercise and solution book  
Installation of a course management system  
Working on an instructional film for new coworkers
- 1991.3 - 1992.2 *C&C Co.,Ltd.*  
Attend a three-month COBOL program course  
Training in IBM UNIX system AS400
- 1989.7 - 1990.9 *Neuman Co.,Ltd.*  
Working for the financial accounting department branch office  
Provide training course documents  
Conducting courses for the software Ichitaro and Lotus123