

ALTYNAY (LUNA) LINSTRUM, PMP

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SUMMARY

A highly ambitious front-end developer and project manager with a Master's degree and PMP certification. Proven track record of successfully implementing multiple web-development projects through almost surgical precision and assiduous treatment of each project. Acutely aware of minute technical and creative nuances that accompany the process of web development. Very passionate about continuous improvement and learning new technologies.

PROFESSIONAL HIGHLIGHTS

- Managed the department's high-profile localization projects with the company's largest client (Janssen of Johnson & Johnson);
- Updated and re-designed the department's vendor recruitment processes ensuring an effective strategy in screening and retaining new vendors;
- Made valuable contribution to research, testing, and deployment of the newly developed tracker system collaborating with the IT and quality management departments; developed training documentation for the new users;
- Maintained the exceptional degree of quality and consistency throughout the extremely high-risk transitional period of the department;
- Developed and nurtured a highly efficient and collaborative communication environment with geographically dispersed stakeholders.

PROFESSIONAL EXPERIENCE

CLINICALINGUA/IMPERIAL, *Grand Rapids, MI*

Lead Project Manager

July 2013-February 2017

Successfully supervised localization projects from initiation to completion. Managed scope definition and time and cost baselines through outstanding team collaboration and communication with the clients. Contributed to departmental process improvement through observations of process gaps and suggestions for improvement. Produced superior quality deliverables going over and beyond customer expectations. Successfully managed and controlled stakeholder engagement by nurturing an environment that promoted effective communication and understanding.

RAIMON LAND PLC, *Bangkok, Thailand*

Freelance Russian/English Translator

July 2010-July 2011

Translated sensitive business reports and email correspondence and executed interpretation on the phone maintaining strict confidentiality concerning clients and translated materials. Researched real estate phraseology to ensure terminological consistency and assisted with creating a glossary for use on various translation projects.

PROFESSIONAL EXPERIENCE *(cont.)*

TIS TRANSLATIONS, *Bangkok, Thailand*
Freelance Russian/English Translator
January 2010-July 2011

Executed consecutive interpretation for Aviat Networks, producer of wireless transmission systems and auditors from Central Asia, Ukraine and Russia. Provided translation assistance related to the preparation of audit reports. Researched engineering and business phraseology to ensure terminological consistency. Supported the audit team with other projects when necessary.

SKILLS

browser based technologies

HTML, CSS, JavaScript, jQuery, Responsive Design, Bootstrap, Flexbox, Handlebars, Firebase, Cookies, Local Storage, React.js

deployment

Heroku, Git

databases

MySQL, MongoDB

node.js (server side development)

Express, Security and Session Storage, User Authentication, MERN Stack (MongoDB, Express.js, React.js, Node.js)

quality assurance

Writing Tests

LANGUAGES

Russian, Kyrgyz, English

EDUCATION

UC BERKELEY EXTENSION, *Berkeley, CA*
Web Development Program
June 2017-January 2018

KENT STATE UNIVERSITY, *Kent, OH*
Master's degree in Translation Studies (GPA 3.930)

ISSYK-KUL STATE UNIVERSITY, *Karakol, Kyrgyzstan*
Bachelor's degree with Honors in Foreign Languages and Literature