


## Contact

 01 (778) 233 - 9209

 aaraiharukaa@gmail.com

 Vancouver, Canada

 [www.linkedin.com/in/haruka-arai-836397322](https://www.linkedin.com/in/haruka-arai-836397322)

 <https://github.com/harukaarai95>

## Skills

- HTML
- CSS
- Bootstrap
- Tailwind
- JavaScript
- jQuery
- SQL
- PHP
- Django
- Python

## Strengths

- Collaborative
- Attention to Detail

## Language

- Japanese (Naitive)
- English ( Business)

# Haruka Arai

## Web Developer

3 years of experience as a project manager of website related translation projects and in-house linguist at a translation company in Japan. Known for my ability to build strong relationships with clients and colleagues, I am responsible, reliable, and committed to delivering high-quality work. My expertise in translation coupled with my web development skills, allows me to offer a unique perspective.

## Experience

2024. 8 - 2025. 1

Freelancer | Vancouver, Canada

### Web Developer / Translator

Handled complex translation projects, ensuring client satisfaction. Dedicated to code personal website.

- Designed and developed a personal website.
- Translation daily throughput (EN>JA) is 2000 EN words per day.
- Translate and review blogs, Video subtitles, Marketing materials

2021. 4 - 2024. 3

Cultemo Corporation | Tokyo, Japan

### Senior Project Manager

Handled complex translation projects, ensuring client satisfaction and retention.

- Coordinated projects involving more than 10 multi-language vendors for English to Japanese translations.
- Handled 40+ projects monthly, consistently meeting deadlines.
- Mentored 5 junior translators, improving their productivity.
- Reported to CEO for monthly sales figures and led weekly meeting of Quality Assurance team.

2020.9 - 2021.3

Adeco Ltd. | Tokyo, Japan

### Sales Assistant

Horned time management skills and collaborating inside sales team to grow company.

- Handled 30+ projects monthly, consistently meeting deadlines.
- Using CRM and assisted with customer service and administrative tasks, developing strong interpersonal and organizational skills.
- Online sales meetings management.

## Education

Web Development Co-op Diploma

Tamwood Careers

2024 - Present

Vancouver, Canada

Basic Translation for Business, Literature,  
Subtitling

Fellow Academy

2020 - 2021

Tokyo, Japan

Bachelor's degree of Art

Kanda Gaigo University of International Studies

2014 - 2018

Chiba, Japan