

Paul Koehler

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Work Experience

Various Clients **Japan, United States** **October 2009-Present**

•Have interpreted in a variety of legal settings, from individual attorney meetings to assisting at depositions and an appearance at the Ronald Reagan Federal Building and U.S. Courthouse in Santa Ana, CA

•Currently interpreting and translating for a variety of different clients, including electronics, entertainment, legal and business-related affairs as needed. I use several translation tools in my job, including TRADOS SUITE 2021, MemoQ and Déjà Vu X3.

•Serving as administrator of the Japanese Language Division of the American Translators Association. Responsible for recruiting conference speakers, maintaining communication between members, and drafting short as well as long-term goals.

•Worked on a large legal report translation/discovery project directly for two major law firms in Tokyo and Washington DC with sensitive material.

Specific Work Experience

Honda R&D Americas **Torrance, CA** **November 2016-November 2019**

Japanese-English Interpreter/Translator

•Did simultaneous interpreting and translation as needed for Honda R&D Americas as an in-house contract staff member, dealing with sensitive information. Dealt with engineering teams in both Japan and the US and helped manage terminology for use with a global automotive manufacturer. Helped coordinate long-term projects for the department.

Wired Talent/Square Enix **El Segundo, CA** **March 2014-September 2014**

Operations Support Group Agent

•Worked as a temporary in-house translator at a well-known video game company and was responsible for translating material both in-house and for publication from Japanese into English. Other duties included translation from English into Japanese and customer service support, in addition to updating various company documentation items for the company offices in Tokyo, London and the Los Angeles area.

•Translated material for the community team and helped monitor social media for fan comments and suggestions.

Education

University of Wisconsin-Milwaukee

May 2004

B.A., Journalism, Advertising and Media Studies, *cum laude*

Asian Studies Certificate, Japanese Language Emphasis

Memberships

Member – Japanese Association of Translators (since 2009), American Translators Association (since 2013)

References available upon request