

Akagi Kobayashi 小林あかぎ

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Highly skilled translator/reviewer in English and Japanese, with excellent communication and people skills across language boundaries.

Inspired to provide fit-for-purpose, accurate, and stylistically appropriate translation that adheres to language standards and respects production efficiency. Has proven track record in manufacturing, security products, ICT services and social media, as translator, technical writer, quality manager and interpreter.

Key skills include -

Business and commercial translation (both directions)

- ✓ Business proposals and presentations, culturally localized
- ✓ Newsletters, press releases, marketing websites, brochures
- ✓ NDAs and commercial contracts, license agreements (software and services)

Technical translation (both directions)

- ✓ Product and solution specifications and presentations
- ✓ Training and evaluation material for developers, integrators and users
- ✓ QA reports, defect analysis reports, discussion documents
- ✓ Localization of Web and application UI, and online help

Linguistic service, process and project management

- ✓ Translators as 'quality creators' – structured info exchange with linguists, aiming for 'fit-for-purpose' cultural transformation of source text
- ✓ Terminology and style control – consistency and standardization vs attention to market specific usage
- ✓ LQA effectiveness measurement, analysis and target setting
- ✓ Vendor selection and management – assessment, monitoring, target setting for translation and review steps
- ✓ Managing Local Office input into production LQA

Spoken interpreting

- ✓ With particular attention to customer's objective, but with nuance, impartiality and integrity

Technical writing (both languages)

- ✓ Designing and authoring user guides and online help, API guides, gathering information from engineers

Technical knowledge and tools exposure -

- ✓ Trados SDLX, Memsource, XTM and other proprietary online CAT
- ✓ Single-sourced documentation using DocBook with ant/Maven process, and DITA
- ✓ MadCap Flare (online help), DITA-OT, XMETAL, XMLMIND, oXygen
- ✓ Adobe Acrobat and MS Office suite (creating WORD templates), Visio, Gliffy, PhotoShop, etc
- ✓ Coding syntax – JSON, SQL, Java, HTTP, etc
- ✓ Subversion document control, basic Linux
- ✓ Confluence/Kanban Sharepoint, KnowledgeTree, JIRA, Bugzilla

Qualifications and professional affiliations -

- ✓ Full Member of Institute of Translation and Interpreting since 2000, bidirectional
 - Registered assessor for entrance examinations
 - Served as Expert Witness in Court
- ✓ Professional Member of Irish Translators' and Interpreters' Association; Certified Legal Translator
- ✓ MA in Technical Communication, Sheffield Hallam University (Distinction, Best Dissertation Prize)
- ✓ Member of Institute of Science and Technical Communicators (UK)
- ✓ Six Sigma DMAIC Methodology Greenbelt Certification, SQT (Ireland)

Work experience includes -

- Jan 20 - Freelance Translator/Reviewer/Interpreter, including MTPE
Worked on EN publications for JBIC, résumés, entire website localization for a SW development house; major ERP systems - whitepaper, user guides in JA; Supporting a major US cybersecurity firm's marketing presence in Japan as well as major software and tools providers
- Aug 17 – Linguistic Services Manager, RWS Moravia, Tokyo
Dec 19
Managed vendors and localization delivery quality for Japanese and Chinese, Hindi, Myanmar, Vietnamese, etc. Working with local vendors, customers, Project Management and Resource Management teams in Asia, Czech Republic and the USA.
- Key achievements;
- Fulfilling a key position in a global localization organization on the vendor side, to meet client needs in a variety of contents in high-profile Asian locales
- Mar 16 – Japanese Language Quality Manager, Symantec Ltd, Ireland
June 17
Successfully realized the brief of a new role, to interpret the standards required by the Japanese market for the teams in Dublin, Chennai and the US, and to engage with the stakeholders in Japan. Managed terminology, and established a flourishing Language Ownership Programme for partner linguists.
- Key achievements:
- Collaboration with LSPs, inspiring them with focused review criteria and analysis data
 - Instrumental in working on process improvement, involving both stakeholders and production team

- Nov 15 – Senior Information Developer, Adaptive Ltd Dublin
Feb 16
Architected a DITA documentation system for the new Irish entity of the US data governance platform specialist Adaptive Inc.
- Key achievements:
- Started from scratch and revolutionized documentation
 - Selected and led SME experts
 - Laid the foundation within a short contract period
- July 09 – Technical Writer, Aepona Ltd (Intel Ltd) (continued employment from Valista), Ireland
Nov 15
Delivered up to 15 user guides per release for this SDP provider for Tier 1 telco operators. Introduced a technical publication process adjunct to Agile. Supported the introduction of DocBook in English and Japanese, and collaborated with Intel Info Dev team for a POC of DITA conversion of WORD documents. Successfully trained a tech writer in Belfast.
- Key achievements:
- Successfully transferred my skills to new management, products and technology when my role was transferred from Valista to Aepona
 - Set up an effective documentation process for Agile development workflow
 - Proactively collaborated with Intel Info Dev team to integrate Aepona styles
 - Completed MA in Technical Communication (Sheffield Hallam University)
- Nov 02 – Interpreter/Translator/Technical Writer, Valista Ltd., Ireland
June 09
Fulfilled a mission critical role supporting Japanese business for the payments and managed services provider. Working closely with the local representative, translated all website and marketing collateral. Interpreted at strategic and commercial meetings, technical workshops, etc. Participated in many projects on site in Japan, directly with mobile operators and integrators. Successfully trained a tech writer in the Development Centre in Sri Lanka.
- Key achievements:
- My ability to communicate and work with global teams enabled me to transition from Valista to Aepona
 - Successful in accomplishing assignments in a wide range of briefs
 - Learnt much about Japanese marketing translation in the field of mobile communication
- Apr 01 - Interpreter/Translator, Logica Mobile Networks, Ireland
July 02
Provided timely and business-critical linguistic support for senior managers as well as project managers in Dublin, for J-phone 2G/3G SMSC and NTTDoCoMo projects. Included technical translation and interpreting for visits, calls and video conferences.

Key achievements:

- My first job in the software ICT sector. Successful in my assignments supporting the project manager
- Experience of cross-cultural matters in project management

Jan 99 –
Mar 01

Chief Translator and PA to Board Directors, Shinko Microelectronic Ireland Limited

Appointed to interpret for the MD, successfully met the trust and technical demands of this memory assembly house. Led communication support for a ten-week training project in Japan for 17 Irish engineers and technicians.

Key achievements:

- My first job in Ireland, having been recommended from its sister company Fujitsu in the UK

April 91 –
Dec 98

Interpreter/translator/coordinator at Fujitsu Microelectronics Ltd (Co. Durham, UK)

Played a key role in the dual-language and culture organization, facilitating the construction, start up and running of the DRAM chip fabrication facility. Supported all areas of disciplines technical as well as HR, finance and business operations. Supervised the Language Services Section.

Key achievements:

- This was in effect a full-time OJT in translation and interpreting
- Collaborated with an expert from Herriot-Watt University to develop a training course in DRAM technology for translators
- Acquired technical knowledge in a very wide range of fields including profit and loss accounting, civil and chemical engineering, HR matters
- Experience of cultural difficulties in an inward investment organisation

April 90 –
April 91

PA to Managing Director at Wako International Ltd (London)

Learned the workings of a stocks and shares company in the City, translating articles from the Financial Times, the Economist, etc.

Key achievements:

- Understanding of the financial world

Interests Colours and shapes; music; botanical identification, poetry translation, light exercise

References and a list of interpreting assignments are available.