

CURRICULUM VITAE

Daisy M. Subakti



BASIC INFORMATION	
Mother Tongue	Indonesian
Marital Status	Married
Current Address	Jl. Bango 2 No. 36, Pondok Labu Jakarta 12450 INDONESIA
Telephone/ Mobile	+6221-7667948 / +62-811869379
EDUCATION	
2001 - 2002 1999 1990 - 1997 1980 1971 1970 - 1971	<ul style="list-style-type: none"> • Legal and General Translation Course, Jakarta • Faculty of Literatures, University of Indonesia - Certified Translator • AK'TRIPA - Academy of Tourism, Bandung • KPMG Management Consultants – Various Training, local and overseas • KPMG Management Consultants - Personnel Management, Jakarta • AFS Exchange Student to Mayo High School, Rochester, MN, USA
WORK EXPERIENCE	
1994 - 1997 1993- Present 1987 - 1993 1974 - 1981 1973 - 1974	General Manager, CDMP Management Consultants Freelance Translator & Editor Executive Search Consultant, KPMG Management Consultants Personal Assistant to the Managing Director, Guinness Plc. Executive Secretary, Ogilvy & Mather (Advertising agency)
1993 – Present	Translation for Canon Lenses Handbook Translation for Apple products (2012-2013) Translation for MDRT (Million Dollar Round Table) Translation for insurance company (training course) Translation for car rental company (legal, brochures, etc about 100K) Translation website PayPal, Hyper Wallet Translation Brochures/Website for heavy duty vehicles/equipment Translate a book 'Number The Stars' - a novel by Lois Lowry.
	Writing proposals, profiles, reports of various surveys and research findings: <ul style="list-style-type: none"> • Salary & compensation benefits for: cosmetics, insurance & real estates industries in Jakarta; • Cigarette distribution system in Jakarta; • Market studies on consumers' attitude, opinion and habit with regard to certain products (baby foods, soda drink beverage, food supplement, instant cooking, women magazine, automotive); and • Personnel profiles for clients' review purposes (all levels: executive, management and support staffs).
	Translated a 90,000-word of hi-fi website and the book of Confucius, The Lun Yu http://www.confucius.org/lunyu/indonesian/indonesian_nd0101.htm , printer manuals; handphones manuals and websites, banking, investment brochures, company's code of ethics, training materials for automotive (BMW), and various surveys.
SPECIFIC AREAS	
User Guide & Manual / Website Localization	<ul style="list-style-type: none"> • Electronic products • Household appliances • Office equipment • Consumer product, etc.
Training Materials	<ul style="list-style-type: none"> • Sales/Marketing (HP printers, Microsoft software, Oracle) • Medical (GE, Siemens)- review
Code of Ethics/Code of Conducts	<ul style="list-style-type: none"> • Management • Human Resources • Company Regulations, etc.

SOFTWARE SKILLS

Trados Studio 2019, WordFast Pro 3 and 5, XTM, LingoTek

Jakarta, 1st January, 2019.

A handwritten signature in black ink, appearing to read 'Nancy'.