**JEMKAR L. JEMKAR**

PO BOX 1652 ♦ Majuro Marshall Islands, 96960 ♦ (808) 765- 7623 ♦ jjemkar@cmistudent.com

Feb/20/2020

Dear Translation Café,

I am writing to express my interest in your current opening for a Marshallese Translator. Please accept my résumé for your consideration. With over 3 years of experience in Marshallese Translation, my comprehensive expertise allows me to complete client needs with the greatest success. I am confident that my contributions would be a valuable asset.

I have considerable experience in both ways of Marshallese to English language translation and a thorough knowledge of the process and procedures of client processing. I consider myself to be professional, dependable, considerate and hard-working. I have a good understanding of Morningside Translations regulations and compliance, and have a current Marshallese studies certification.

My résumé, which I have enclosed for your review, contains additional details about my professional expertise. I look forward to the opportunity to work with you to discuss the qualifications I would bring to your organization. Thank you for your consideration.

Sincerely,

Jemkar L. Jemkar

Enclosure: résumé

Jemkar Jemkar

#### Objective

#### Community Lawyer

#### Education

Seventh Day Adventist Elementary– Diploma

Laura High School– High School Diploma

College of the Marshall Islands– Associate of Art Degree in Liberal Arts

#### Awards

Laura High School– Certificate in business Math

Laura High School– Certificate in Honor Roll

College of the Marshall Islands– Certificate of Marshallese Studies

Marshallese Language

Marshallese Grammar

Marshallese Government

Marshall Islands History

College of the Marshall islands – Certificate in Math and Computer Science

University of Hawaii Manoa– Award in Undergraduate Research and

Mentoring Internship in the Biological Sciences

#### Work Experience

2008, Store Keeper

Retail Store

Cashier

2011, Farmer

Taiwan Vocational Farming Institute

Working in piggeries

2012, Math Tutor

College of the Marshall Islands

Tutor in college math courses

2012, ICS Tutor

College of the Marshall Islands

Tutor in college computer courses

2015, Online Translator

2016, ground keeping

UH Hilo

#### Volunteer Work

Daily household chores

#### References

Cheryl vila, Director of CMI Tutoring Program, College Math Instructor, 455-5545

Curtis Daehler, UH Science mentor, Mary and Bryan Van Valder, CMI Science Instructors, Hermon Lajar, Director of students learning laboratories, Ruth Abbott, Dean of Academic Affairs, Don Hess

Don Hess, 625-7746

Ruth Abbott, Dean of Academic Affairs, 625-9864

#### Languages

1st Language– Marshallese

2nd Language– English

#### Interests and Activities

Working alone or in a team

#### Hobbies

Basketball, Fishing

#### Computer Skills

Typing, Internet usage, Installing software, MS Office Suite, Google Search

#### Licenses and Certificates

Valid Drivers’ License