DUTCH LANGUAGE RESOURCES

Ms. Astrid K. Homan, MBA

Independent Professional Translator

DUTCH and FLEMISH → ENGLISH

974 Mill Creek Drive Phone: 1- 636- 467- 8036 [preferred]

Imperial, MO 63052 Cell: 1- 636- 399- 0366

USA [US Central Time] Email: astrid@frontier.net

**Translator and Consultant Experience**

1. **Medical:** General Medical, Medical Records, Healthcare, Medical Software, Pharmacology, Pharmaceutical, PILs, Informed Consents, Medical Articles, Medical Research Protocols, Medical Instrumentation, Medical Research Study documentation
2. **Computer:** Software/hardware manuals, Documentation, Software installation manuals, broad medical software experience
3. **Business:** Marketing, Contracts, Proposals, Telecommunications, Tenders, Financial reports
4. **Legal:** Depositions, Affidavits, Extraditions, Wiretap transcriptions, Doc review
5. **Technical:** Operation manuals for Machinery, Nautical, safety manuals for Chemical, Biochemical industries
6. **Consult** on issues of intercultural sensitivity, i.e., marketing analysis for cultural appropriateness, business etiquette, and cross-cultural communication
7. **Official Reviewer** for first year National Geographic Magazine Dutch edition

**Expertise**

1. Born in and lived in The Netherlands for 14 years
2. U. S. Citizen
3. Fully bilingual in Dutch and American English
4. Services offered: translating, editing, proofreading, machine translation post editing, teaching Dutch, and Dutch voice recording
5. Broad medical experience
6. International management: international finance, marketing, legal
7. Extensive experience in editing, proofreading and software testing
8. Consultant for multinational corporations doing business with/in the Netherlands
9. Teach Dutch to native English speakers – business professionals, college students
10. Well-versed in medical fields, business, computer applications, computer software documentation, telecommunications, industry and technology
11. Licensed realtor (US, state of Missouri)

**Education**

1. B. A. University of Dallas, German and French; Cum Laude
2. M. B. A. University of Dallas, International Management

**Experience**

2012 - Present Voice recordings for Compliance hotlines

1997 - Present Freelance Translator, sole proprietor – Dutch Language Resources

2005 - 2006 Adjunct Professor Dutch – Webster University, St. Louis, MO

1996 – 1997 NME [National Medical Enterprise] – Support Desk Manager

1992 - 1995 Software Support Specialist – Children’s Medical Center of Dallas, TX

1986 - 1992 Senior Hospital Installation Consultant – IDX Corporation, Vermont

1981 - 1986 Medical Systems Analyst – Children’s Medical Center of Dallas, TX →

### Affiliations

* American Translators Association (ATA) – Active member
* Mid-America Chapter of ATA (MICATA)
* Proz.com profile: <http://www.proz.com/profile/2513>
* LinkedIn profile: [www.linkedin.com/in/astrid-homan-75410b4](http://www.linkedin.com/in/astrid-homan-75410b4)

### Software and resources

* **Software:** Windows 10; Microsoft Office 365 Professional Suite; Microsoft PowerPoint 365; Proofing Tools for Foreign Languages; OmniPagePro 15; Adobe Pagemaker 6.5; Quick Books; Adobe Acrobat 9.0 Pro; Nuance PDF Converter Pro 9; CorelDraw Essentials 2; Visio 2003,
* **Translation Aids:** SDL Trados Studio Version 2019, Freelance Edition; Experience with MemSource, MultiTrans and MemoQ; on-line software dictionaries; Stedman’s complete electronic spell check