

Matthew Gin

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WORK EXPERIENCE

Localization Engineer Fall 2014 - Summer 2017

MediaLocate, Pacific Grove, California

- Implemented translations for Advertisements, e-learning videos, and subtitles
- Worked on multiple projects simultaneously under pressure and strict deadlines
- Worked closely with project managers at every step of the localization process
- Frequently troubleshoot and problem solved issues in production to increase efficiency and expedite delivery of projects

IT Help Desk Student Assistant- Fall 2013 - Summer 2014

California State University Monterey Bay

- Performed software troubleshooting for both Windows and Mac PCs
- Performed computer installation and maintenance

Volunteer English Teacher- Fall 2012

English Autumn Camp, Sendai, Japan

- Taught English to Japanese children affected by the Touhoku Earthquake and Tsunami through the use of games and outdoor activities.

English Teacher- Fall 2012

Suwa Kindergarten, Tokyo, Japan

- Taught English through the use of stories, games and language exercises

Front of House Sound- Spring 2011-2012

Black Box Cabaret at California State University Monterey Bay

- In charge of Setup, teardown and mixing of microphones, cables and monitors

SUMMARY OF QUALIFICATIONS

- Proficient with Microsoft Office Suite including Word and Excel, Adobe Creative Cloud programs such as Photoshop, After Effects, Audition and Dreamweaver
- Intermediate-high level proficiency in Japanese
- Familiar with multiple digital audio workstations such as Avid Pro Tools and Reaper for overdubbing and sound design

EDUCATION

California State University, Monterey Bay

Graduated 2014

B.A. in Japanese Language and Culture

Chuo University, Hino, Tokyo, Japan

Study Abroad Program

2012-2013