

## CURRICULUM VITAE

### Personal Details

Name : Sandra Dewi Wirawan  
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Email id : sandradewi\_w@yahoo.com, sandradewi.w@gmail.com  
Sex : Female  
Nationality : Indonesia

### Language Mastery

Native Language : Indonesian  
Second Language : English

### CAT Tools

CAT Tools : Trados 2007, Trados Studio 2011, SDLX, Idiom  
WorldServer Desktop Workbench, Wordfast

### Formal Education

Level	Institution	Program	Period	Details
Elementary School	SD Sampangan Pekalongan		1985-1991	
Junior High School	SMP Sampangan Pekalongan		1991-1994	
Senior High School	SMUN 3 Pekalongan	IPA (Natural Science)	1994-1997	
University	Universitas Sanata Dharma Yogyakarta	English Education	1997-2004	IPK: 3,37/4

### **Informal Education**

1992 - 1997	: English Course at IMPRESS Pekalongan
1 November 2002	: Table Manner Course at Hotel Santika Yogyakarta
May - June 2004	: Computer Course at Infikom Yogyakarta, which includes MS Windows, MS Word, MS Excel, MS Power Point dan MS Access
9 October 2004	: Career Workshop 'Strategy on Entering the Working World'
11 April 2009	: Seminar 'Bahtera Goes to Jogja' (Translation Seminar)
19 July 2009	: Seminar 'Bahtera Goes to Malang' (Translation Seminar)
21 April 2012	: Translation Seminar by HPI in Yogyakarta

### **Membership**

- HPI (Association of Indonesian Translators)
- Bahtera (Indonesian translators mailing list)
- Proz (<http://www.proz.com/profile/1098431>)
- Translators Café ([sandradowi.TranslatorsCafe.com](http://sandradowi.TranslatorsCafe.com))

### **Experience as Translator**

- I have been working as translator since the year 2000 with various topics; agriculture, economics, contracts and agreements, education, medical, legal, social, governmental, art, etc.
- Translating BI Yogyakarta (Indonesian Central Bank, Yogyakarta Branch Office) Annual Report 2005, 2006, 2007, and 2008. (Indonesian>English)
- Translating questionnaire about the life of Indonesian migrant workers in the US. (Indonesian>English)
- Translating questionnaire about ethnic conflict and civil society in Indonesia. (Indonesian>English)
- Translating abstract for undergraduate thesis. (Indonesian>English)
- Translating Medical Record. (Indonesian>English)

- Translating a study finding of the perception and understanding of sexuality and reproduction health of people with disabilities. (Indonesian>English)
- Translating the curriculum of Magisterial of Tourism Gadjah Mada University, Yogyakarta, Indonesia. (Indonesian>English)
- Translating a paper on Godod Soetedjo, the painter. (Indonesian>English)
- Translating a paper entitled “Multicultural Education Connecting Theory to Practice” by Allison Cumming-McCann (English>Indonesian)
- Translating items for a travel agent website localization. (English>Indonesian)
- Translating Birth Certificates. (Indonesian>English)
- Translating a Marriage Certificate. (English>Indonesian)
- Translating a hygiene booklet. (English>Indonesian)
- Translating a website of internet speed test. (English>Indonesian)
- Editing the instruction for the US president motorcade in Indonesia. (English>Indonesian)
- Editing an application in Facebook (Buddypoke) (English>Indonesian)
- Editing an application in Facebook (eBuddy) (English>Indonesian)
- Transcribing and translating a market research interview for IMS Health regarding generic drugs (GX Project).
- Translating report of share appraisal. (Indonesian>English)
- Translating Minutes of Meeting (Indonesian>English)
- Translating Paypal’s questionnaire (English>Indonesian)
- Editing GE Healthcare Technologies: iCentral and iCentral Client (English>Indonesian)
- Translating training project OneVale - PT INCO (English>Indonesian)
- Translating hotel related text (English>Indonesian)
- Translating court decision (Indonesian>English)
- Translating FWA (Flexible Word Arrangement) of Cargill (English>Indonesian)
- Tester and proofreader of Zombie Lane (English>Indonesian)

- Translating fiction novels from Dastanbooks Indonesia (English>Indonesian)
- Translating the manual of Zune Device & Software (English>Indonesian)
- Translating the operation manual of Nusantara Regas Satu (English>Indonesian)
- Translating the press release of Virgin Gold (English>Indonesian)
- Translating applications and games: Next Thing, Mila, The Continuous Game, Cybo.com, AbaCrux, Quick Glance, ToDo Task ABC App, Calculator Free, The Birthday App.
- Translating documents, articles, websites, and reports in which I cannot mention specifically due to NDAs.