

Work Experience:

Translator and Information Consultant, Owner and Managing Director, 2008 – present
Hollingsworth Translation and Information Services Ltd., Kunming, Yunnan, China

- In 2008, incorporated and established Hollingsworth Translation and Information Services Ltd., a translation company located in Kunming, Yunnan, China, specializing in English and Chinese translation for both Chinese and foreign customers:
 - Provided written translation of documents and webpages, official and legal documents, advertisements, menus, company names, event names and short phrases, etc. Also provided interpretation (oral translation) services as well as the translation of audio and video sources.
 - Provided English tutoring, document editing and proof-reading services.
 - Provided information search and consulting services.

English Tutor (volunteer), January 2003 – June 2004
Johns Hopkins Medical Institute, International Office, Baltimore, Maryland

- Provided private ESL tutoring to non-native speakers of English working and studying at the Johns Hopkins Medical Institute. Tutoring included reading comprehension, writing, pronunciation, conversation analysis/techniques, paper editing/proof-reading, oral exam preparation and presentation preparation.

English Conversation Instructor (volunteer), March 2004 – June 2004
Greater Homewood Community Corporation, Baltimore, Maryland

- Taught listening comprehension and ear training, accent recognition, pronunciation, conversation phrases and idioms, vocabulary, reasoning strategies, conversation style analysis, and question and answer style conversation techniques to non-native English speakers working and studying at the Johns Hopkins University and the Johns Hopkins Medical Institute.

English Conversation Instructor (volunteer), April 2004 – June 2004
Held at the Bonnie Ridge Apartments on behalf of the Johns Hopkins Medical Institute, International Office, Baltimore, Maryland

- Taught listening comprehension and ear training, accent recognition, pronunciation, conversation phrases and idioms, vocabulary, reasoning strategies, conversation style analysis, and question and answer style conversation techniques to the spouses of non-native English speakers working and studying at the Johns Hopkins University and the Johns Hopkins Medical Institute.

Software Engineer, 1987 – 2003
Verizon Communications, Silver Spring, Maryland

- Responsible for the development and maintenance of Verizon's mainframe infrastructure software. I designed and programmed system level software that served as the primary communication and delivery mechanism between Verizon's legacy systems and their newly developed distributed systems.
- Responsible for the development and maintenance of Verizon's proprietary base programming language upon which the communication software was written and executed.
- Designed and wrote end-user guides, programming manuals, and installation guides to reflect enhancements made to the communications software.
- Provided 24x7 client support to approximately 20 different end-user computing groups.

Marc Hollingsworth
marchollingsworth@yahoo.com

Software Programmer/Analyst, 1986 – 1987

Verizon Communications, Silver Spring, Maryland

- Developed and maintained twelve data processing systems that were responsible for the billing of 300,000 telephone customers a day.
- Designed and implemented numerous programmer efficiency tools that produced a 70% time savings in low-level programmer tasks.
- Coordinated multiple internal long-term projects that contributed to a 20% decrease in program maintenance activities.
- Interfaced with approximately 8 client organizations for the purpose of developing program specifications.

Project Coordinator, 1985 – 1986

Singer-Link Simulation Systems, Silver Spring, Maryland

- Tracked and reported software and hardware expenditures associated with the development of nuclear power plant simulators with budgets at or above \$10M.
- Prepared monthly project reports as well as budget and labor forecasts for presentation to upper management.

Education:

Kunming Teachers College, September 2007 – July 2008

Yunnan Province, Kunming, China

- Advanced Chinese Language Studies Certification

Yunnan Normal University, Institute of Chinese and International Studies, September 2004 – July 2007

Yunnan Province, Kunming, China

- Chinese Intensive Language and Cultural Studies Certification

St. Mary's College of Maryland, 1985

- Bachelor of Arts in Economics, minor in Business
- St. Mary's College Scholar Award
- Member of National Dean's List

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性别: 男
国籍: 美国
毕业学校: 美国马里兰州圣玛丽学院
所在地: 云南省昆明市五华区
身高: 168 cm
健康状况: 良好
电子邮箱: mk.hlswes@yahoo.com.cn

工作经历:

计划协调师 1985 年—1986 年

马里兰州 Silver Spring 市 Singer-Link 模拟系统公司

- 追踪和报告设计有 1000 万美元预算以上的核电站模拟器的软件和硬件的费用支出情况。
- 拟定每月的项目报告和预算报告并向公司高管汇报。

软件程序分析师 1986 年—1987 年

马里兰州 Silver Spring 市 Verizon 通信公司 (美国的一家本地电话运营商)

- 设计和维护 12 个电话客户数据处理系统, 该系统每天进行 30 万名电话客户的帐单数据处理。
- 设计及运用许多程序师的效用软件, 它可以减少 70% 的工作时间并大幅度提高工作效率。
- 调整公司内长期的多样性项目, 它可以减少 20% 的维护程序的工作量。
- 与 8 个客户团体进行交流合作以设计全新的程序规格。

软件工程师 1987 年—2003 年

马里兰州 Silver Spring 市 Verizon 通信公司

- 负责开发和维护 Verizon 的大型计算机基础软件, 设计主要通信和转交机制的系统水平软件及编辑程序。这个软件主要用于 Verizon 的大型计算机旧系统和新设计分散系统的中间部分。
- 负责开发和维护 Verizon 专用的基础程序语言, 用其设计和执行通信的软件。
- 设计和书写用户说明书, 设计程序软件及安装软件的说明书, 让用户对新开发的软件有更全面的了解。
- 为 20 多个不同的用户团体提供 24 个小时全方位的客户服务。

英语辅导教师 (义务) 2003 年 1 月—2004 年 6 月

马里兰州巴尔的摩市约翰霍普金斯医学院外事办

- 为在约翰霍普金斯医学院工作和学习的非英语国家的专家提供一对一英语辅导。辅导内容包括阅读、写作 (修改文章)、口语和听力 (发音、谈话分析和说话的方法)、职业用语考试准备以及论文答辩的准备及陈述。

英语口语教师（义务）2004年3月—2004年6月

马里兰州巴尔的摩市 Greater Homewood Community 公司（自愿参与社区服务的组织）

代表约翰霍普金斯医学院外事办在马里兰州巴尔的摩市的 Bonnie Ridge 小区进行的教学活动

- 为约翰霍普金斯大学及医学院的非英语国家的专家及其家人教授听力（识别和辨音）、口音识别、发音、口语常用词、成语、词汇、使用目的语的思维方式、谈话风格分析以及问答式口语训练等。

翻译者与信息咨询顾问 2008 至今

中国云南省昆明郝林思沃尔斯翻译咨询服务有限公司所有人和总经理

- 2008 年昆明郝林思沃尔斯翻译咨询服务有限公司注册成立——一家专业的中英互译翻译公司为中外顾客提供各种翻译服务：
 - 翻译各种文件、网页、广告语、菜单、公司名称、活动名称及词条等。还可提供音频和视频翻译服务。
 - 英语辅导及文件编辑及校对服务。
 - 信息咨询（查询）服务。

接受教育履历:

马里兰州圣玛丽学院，1985 年毕业

- 主修经济专业兼修商务并取得文学士学位
- 获得圣玛丽学院的学者奖
- 获得美国“院长名单”奖

云南师范大学国际语言文化学院，2004 年 9 月—2007 年 7 月

- 学习汉语及相关文化课程，成绩合格学院准予结业

昆明学院，2007 年 9 月—2008 年 7 月

- 学习高级汉语课程，成绩合格学院准予结业