

# EMIKO MARTEL

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900 S Atlantic Ave, Unit 7,  
Daytona Beach, FL 32118

## Skills

Sales Coordination

Interpretation

Translation

Writing News Content

Microsoft Office

## Languages

### English

Native or bilingual  
proficiency

### Japanese

Native or bilingual  
proficiency

## Certification

**International Sommelier  
of Sake**, qualified by the  
Sake Service Institute  
International

## PROFESSIONAL SUMMARY

Results-oriented Sales Coordinator and Japanese Interpreter with a strong background in bridging effective communication between English and Japanese. Proven ability to make compelling presentations, negotiate deals, and deliver exceptional customer service. Seeking a challenging position to leverage my language proficiency, coordination skills, and sales expertise to drive business growth and enhance client satisfaction. Authorized to work for any employer in the US.

## EMPLOYMENT HISTORY

### Sales Coordinator and Interpreter, SMC Laboratories, Inc. — Sep 2022 - Present

- Facilitated communication between English-speaking clients and Japanese-speaking team members, ensuring accurate understanding of client requirements and timely delivery of solutions.
- Created and delivered weekly presentations to showcase the services, resulting in the acquisition of \$55,000 deals on average.
- Develop and maintain positive relationships with clients and colleagues to enhance business development efforts.

### Medical Interpreter, Propio Language Services — June 2022 - Present

- Provided medical interpretation services to various healthcare facilities and agencies.
- Ensured accurate communication of patients' medical history, symptoms, and concerns between healthcare providers and patients.

### Freelance Interpreter and Translator — Aug 2021 - Present

- Provide interpretation and translation services for clients in various industries, including legal, science, and business.

### Business Journalist, Nikkan Kogyo Shimbun, Ltd, Japan — Oct 2016 - Sep 2021

- Covered various fields, including IT, manufacturing, healthcare, energy, biotechnology, consumer service, and administration.
- Conducted 5-10 interviews per week with business and political leaders to deliver high-quality articles daily under tight deadlines and high-stress situations.

- Earned a commendation from the Editor-in-Chief for the article "K Computer to Predict Impact of Earthquake," which was featured as a top article on the front page.
- Successfully managed multiple projects by collaborating with coworkers from different areas of expertise to produce a series of articles.
- Expanded readership and built effective relationships with sponsors by identifying key industry trends and developing unique story angles.

**Program Assistant Intern, The Maureen and Mike Mansfield Foundation, Washington, D.C. — Nov 2015 - Mar 2016**

- Provided exceptional program planning and logistics support for organizing meetings and events, resulting in successful execution and positive feedback from stakeholders.

**Student Intern, Ministry of Education, Culture, Sports, Science and Technology, Tokyo, Japan — Oct 2015 - Nov 2015**

- Contributed to policy-making, research activities, and data collection efforts to promote youth education in Japan.

**EDUCATION**

**Bachelor's In International Public Policy, Faculty of Law**

Osaka University, Osaka, Japan, Apr 2012 - Sep 2016

- Conducted research on global governance and international economic policies.
- Participated in an exchange program at the University of Copenhagen, Denmark, studying political science and comparative politics.