

Carla Stone

I am a language enthusiast and world traveler. I have a strong background in syntax, phonetics, various foreign languages and computer technologies. I am interested in applying my skills to further advance the fields of applied linguistics, computational linguistics and translation & localization.

EDUCATION

College of William and Mary, Williamsburg, VA- B.A. Linguistics, May 2011

University of Maryland Global Campus, Largo MD- 2nd BA East Asian Studies, December 2019

EXPERIENCE

Lionbridge, Remote — *Social Media Evaluator*

July 2019 - September 2019

Provide feedback and rating of Facebook ads to assist with data collection and marketing research.

Rev.com, Remote — *Transcriptionist*

November 2018- PRESENT

Provide accurate transcriptions at varying lengths. Typing speed of 67 WPM. Have performed verbatim transcriptions.

Lausanne Business Solutions, Remote — *Language Consultant*

November 2018- PRESENT

Provide linguistic skills to various projects relating to language annotation, Transcription and chat simulation.

University of Maryland University College, Largo— *Financial Aid Counselor*

June 2018- November 2018

Advise students on financial aid procedures and assist with awarding and processing documents for financial aid verification.

Carla Stone

Laurel, Maryland

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SKILLS

Proficient in Spanish and Japanese, Python, SDL Trados, XTM-Cloud, Peoplesoft, Salesforce, Accuplacer, Webex, online Wikis, CAMS portal, Moodle, Blackboard Microsoft Word, Excel and PowerPoint, Publisher, Social media, Twitter, Facebook, Gmail, Google +, Instagram, LinkedIn

CERTIFICATIONS

Spanish for Business and the Professions, University of Maryland Global Campus

LANGUAGES

Iberian Spanish, US Spanish, Japanese

MEMBERSHIPS

National Language

REFERENCES

Dominique Turner— Director of International Operations,
University of Maryland Global Campus
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Matthew Burke — Systems Analyst, University of
Maryland Global Campus Matthew.burke@umuc.edu (571)
241-9711

Cecilia Battauz —Graduate Teacher Assistant, University
of Maryland cbattauz@terpmail.umd.edu +1 (681)
209-3475

Angelica Buerkin- Salgado— *Director of Research*,
Lausanne Business Solutions,
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