

# CLARE URBANSKI

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Native English speaker proficient in French and Russian with a degree in translation studies, experience as a French-English and Russian-English translator, training in CAT tools, excellent computer skills, and experience in translation quality assurance and project management.

## NOTABLE TRANSLATION CLIENTS

### **Archdiocese of Milwaukee** (Fall 2021)

*French to English Translator*

Witness statements (used in an ecclesiastical ruling; details confidential)

### **Dickinson College** (Fall 2020)

*Russian-to-English Translator*

“Vladimir Petrushevsky: an Archive” (April 1916–March 1917 and October 1919–February 2020 diaries; a historical archive of the diaries of Vladimir Petrushevsky, who lived from 1891 to 1961 and served in the Russian army during World War I and later the White Army during the Russian Civil War)

### **University of Notre Dame du Lac, Department of German and Russian** (Spring 2018)

*Russian-to-English Translator*

“Praise to the sniper Lyudmila Pavlichenko!” and “The courage of heroes calls us to heroic deeds” (newspaper articles about the Russian war hero Lyudmila Pavlichenko; translations needed as a research aid to a student in the Department of History)

## OTHER LANGUAGE INDUSTRY EXPERIENCE

### **The Alfies LLC (Unsolved Case Files)** (2021–present)

*Localization Director*

- Created the localization department at a “true crime” game company; spearheaded the production of content in six different languages, taking the company into previously unexplored markets. Currently continue to oversee the process from beginning to end.
- Vet and communicate with language service providers and freelance linguists, ensuring a balance of high quality and cost effectiveness in outsourced content.
- Perform technical proofs of foreign-language design renders and oversee other quality-control operations such as beta testing.
- Create and maintain foreign-language online content, building on existing models and ensuring full online functionality for foreign customers.
- Resolve all challenges related to foreign-language products such as quality assurance and customer service capabilities.
- Advise the company on its localization-related business decisions from an industry insider’s perspective.

**Language Resource Center, University of Wisconsin-Milwaukee (2019–2021)**  
*Graduate Assistant*

- Created supplemental educational materials for beginner-level language students (French, years one and two; Russian, years one and two).
- Increased accessibility of learning materials for the Russian Program; this included recording recitations of texts for a visually impaired professor, creating subtitles (RU) for video content, and transcribing texts for compatibility with digital accessibility tools.

**IT Technologies (Summer 2018)**  
*Technical Proofreader*

- Proofread technical manuals in many languages for localization issues such as formatting errors, omissions, additions, and passages left untranslated.
- Transcribed PDFs into Word documents in many languages.

## **EDUCATION**

**University of Wisconsin-Milwaukee (Milwaukee, WI)**  
**Master of Arts in Language, Literature, and Translation**  
Double concentration in French to English translation and Russian to English translation

**University of Notre Dame du Lac (Notre Dame, IN)**  
**Bachelor of Arts in French and Francophone Studies, Bachelor of Arts in Russian**  
Graduated Magna Cum Laude, member of National French Honor Society Pi Delta Phi

## **NOTES**

Registered member of the American Translators Association (ATA)

Computer-Assisted Translation software: Wordfast Pro (v. 8, 2023)