

MIKU TATEYAMA

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SUMMARY

Aspiring literary translator and analogue photographer with a background in creative writing, cross-cultural studies and legal translation. Highly motivated to work with projects that reveals the textures of life in different contexts.

EDUCATION

Film photography course

Bigakko (美学校), an independent art school

May 2026 – Present

- Undertaking a comprehensive film photography and darkroom course covering alternative processes, black-and-white shooting and printing techniques, and medium- and large-format cameras

Bachelor of Arts in Creative Writing and Criticism

School of Culture, Media and Society, Waseda University

April 2017 – March 2021

- Majored in creative writing, journalism and modern literature with a focus on literary translation theory and practice under the guidance of Prof. Miho Matsunaga and Prof. Masatsugu Ono, culminating in the translation of a novel *Home Fire* by Kamila Shamsie as a graduation project

Exchange Programme

Department of Politology, Faculty of Arts, Charles University in Prague

September 2018 – June 2019

- Two semesters abroad in Czech Republic, where I studied literature and journalism in relation to the sociopolitical context of Central Europe, exploring how political and cultural shifts influence storytelling and media discourse
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AWARDS

Winner of the E-J Division of the 18th Annual Contest for New and Aspiring Translators

Japan Association of Translators

February 2022

- Recognised for translating a STEM-focused article, demonstrating the ability to handle technical terminology and produce accessible content for diverse audiences
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WORK EXPERIENCE

Freelance Translator

February 2022 – Present

- Translate, post-edit, and proofread English-Japanese content across legal, corporate, technical, editorial, and personal materials for business and individual clients
- Deliver publication-ready translations tailored to purpose and audience, maintaining strict confidentiality and deadline discipline

Bilingual Secretary

TMI Associates London LLP, London

April 2025 – December 2025

- Support five solicitors with comprehensive bilingual administrative work, encompassing translation and editing of legal correspondence, newsletters and marketing materials between English and Japanese
- Manage invoicing, accounting and office operations, liaising with Tokyo headquarters, partner law firms and external service providers to ensure smooth cross-border coordination
- Oversee scheduling, documentation and other clerical tasks, serving as the sole administrative contact in the office

Legal Translator

Mori Hamada & Matsumoto, Tokyo

April 2021 – December 2024

- Translated a wide range of legal, financial and corporate documents, including contracts, opinion letters, regulatory reports, press releases and prospectuses, between English and Japanese
- Conducted in-depth terminology research to ensure accuracy and compliance with legal and market standards, supporting seamless communication between Japanese and international stakeholders
- Collaborated with colleagues on high-volume projects to maintain consistency and quality under tight deadlines, while liaising effectively with lawyers and paralegals for clarification and alignment

Research & Advocacy Intern

Japan Association for Refugees, Tokyo

November 2019 – February 2021

- Translated and summarised policy papers, research reports and government materials on refugee and migration issues
- Carried out research on refugee recognition systems and migration policies, contributing to advocacy publications
- Supported senior team members by preparing briefing materials and serving as a minute-taker in meetings with members of parliament

LANGUAGES

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| - Japanese (native) | - German (basic) |
| - English (fluent) | - Czech (basic) |