

## SUMMARY

My training in social sciences has helped me understand how analysis - repeated observation, examination and explanation of data, and elaboration of theories - can clarify and sharpen understanding. I've seen this in linguistic research, phonetic and phonologic experiment design, project management and processes, and even in daily life - throughout my education and experiences in three different continents. I hold myself to this approach, concerning myself with focus on detail but also keeping the big picture in mind, and I am keen to work with others who share a similar philosophy.

## EDUCATION

### Indiana University

Aug. 2013 – May 2015

#### MA on Central Eurasian Studies

Linguistics track. Completed coursework requirements and currently writing thesis. *GPA: 3.6/4.0*

📍 *Bloomington, IN, U.S.A.*

### Hacettepe University

Sep. 2009 – May 2013

#### BA on Linguistics

Graduated with honors. *GPA: 3.3/4.0*

📍 *Ankara, Turkey*

### Uppsala University

Aug. 2010 – May 2011

#### Erasmus Programme in Linguistics and Philology

Erasmus exchange student with full government scholarship for two semesters

📍 *Uppsala, Sweden*

## WORK EXPERIENCE

### Husch Blackwell

Oct. 2016 – present

#### Billing Specialist

Accounting and billing for legal services. Initiating and implementing of all aspects of monthly client billing process. Maintaining communication with attorneys, staff, and clients, and observing confidentiality of client and firm matters. Utilizing computerized accounting and billing software applications such as Elite Enterprise and electronic billing hub for all functions relating to processing, generating and distributing periodic proformas and invoices.

📍 *Chicago, IL, U.S.A.*

### Indiana University

Aug. 2013 – May 2015

#### Graduate Assistant

Created theories and ideas at the newly formed Turkic and Central Eurasian Linguistics and Second Language Acquisition Laboratory as the only laboratory conductor. Identified resources, designed and implemented linguistic experiments on acquisition of phonetic structures for more than ten rare languages. Recruited participants, conducted experiments, reconciled and distributed research funds. Interpreted speech data and extracted information from research sources by creating spreadsheets and databases for data visualization and analysis. Developed and provided evaluations for numerous research articles with extracted results. Reconciled and distributed research funds with IRB (Institutional Review Board) approval. Co-taught two 3-credit courses on Linguistics and designed teaching materials.

📍 *Bloomington, IN, U.S.A.*

## TÜRKSOY

Jun. 2012 – Aug. 2012

#### Intern

Participated in the editorial team and provided bidirectional Turkish and English translation for articles that were missing translations on the published monthly issues and online articles of TÜRKSOY, an international cultural organization. Created social media channels and content as a team for community building. Promoted and increased content virality on Facebook, Twitter and YouTube.

📍 *Ankara, Turkey*

## PERSONAL

**Nationality:** Turkey, USA (*permanent residency*)

**Languages:** Turkish (native), English (near-native), Swedish (intermediate), Tatar (intermediate), German (elementary)

**Location:** Chicago, IL, U.S.A.

## SOFT SKILLS

My professional interests extend into my personal life, and I enjoy studying and continuously furthering my knowledge in Computational Linguistics, Praat, SQL, programming in Python, SPSS, and web design. Also, I have a keen interest and practical experiences in exercise sciences, equestrianism, and music theory.