**Ekaterina Alexandrovna Antoshkina**

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| **Position:** | Interpreter/Translator |
| **Date of birth:** | 11.09.1987 |
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| **Subjects:** | General, culture, tourism, business (general) |
| **Languages:**  **Translation Memory:** | English – Russian  Spanish – Russian  Smart Cat, SDL Trados Studio 2017 |
| **Education:**  **2007-2012** | **Russian New University**  Linguist, Translator |
| **Work experience:** | **2016 - till present time**  **Position:** FreelanceInterpreter/Translator  **Responsibilities:** Exhibition interpreting services (as a Stand-Assistant Interpreter), consecutive interpreting on-line (general subjects, tourism, business – general), individual interpreting services (shopping assistance, meeting at the airport/railway station). Translating (SDL Trados Studio 2017 and Smart Cat) |
|  | **09/2016 -11/2016**  **Russian School of Translation**  [**www.schooloftranslation.ru**](http://www.schooloftranslation.ru)  **Educational courses for interpreters**  Interpreter’s note-taking, interpreting practice (general and business subjects) English – Russian and vice versa. Exercises on memory improvement  **07/2014 – 09/2016**  **Translation Agency Abbyy Language Services**  [**www.coursera.abbyy-ls.com**](http://www.coursera.abbyy-ls.com)  **Position:** Translator for *Coursera* Translation Project (Subtitle Translation), translating (English – Russian, Spanish- Russian)  **Responsibilities:** Translation of the following courses: Competitive Strategy, Beyond Silicon Valley, Organizational Analysis, Crafting an Effective Writer, Art and Activity Interactive Strategies for Engaging with Art, Think Again. How to Reason and Argue and so on. Use of CAT SmartCAT, work with dictionaries Merriam – Webster Dictionary, Oxford Dictionary. Translating (English – Russian, Spanish- Russian) |
|  | **Achievements:** Improvementof working skills, gaining new knowledge and vocabulary in selected subject areas |
|  | **10-18/09/2015**  **Ensina-me**  [**www.ensina-me.ru**](http://www.ensina-me.ru)  **Position:** Stand-Assistant Interpreter at *World Food Moscow-2015* for Apex-Brazil  **Responsibilities:** Meeting company representatives from Russia and other countries, arrangement of a business meeting with an Argentinian businessman, product consulting (peanuts), document assistance (information about terms of delivery, payment and so on), negotiations with Russian and foreign company representatives  **Achievements:** Mastering business communication skills,gaining knowledge about business cultures and business processes of the peanut market in the world, help in signing contracts with new clients (Russian and foreign companies) and in selling the product in big amounts |
| **Additional information:**  **Other interests:** | **Foreign languages:** English – Upper- Intermediate, Spanish – Upper- Intermediate, French – Basic  **IT skills:** Regular user of Internet, Microsoft Word, Excel, Power Point, Outlook, Smart CAT, use of electronic and terminology dictionaries, Mozilla Thunderbird, Jitsi, Psi+, SDL Trados Studio 2017  Reading foreign literature (both for work and leisure), visiting foreign cultural centers and communication with native-speakers |