# SKILLS

**Key skills and competencies**: excellent communication and social skills, able to work under tight deadlines and pressure, able to prioritise work

**Languages**: English, Polish, Ukrainian (native), Russian

**Applications**: 1C:Accounting, MS Office, SDL Trados, Translation Office 3000

**OLEKSANDR**

**HONCHAR**

PhD in Economics

Translator

Experienced

Flexible

Fast learner

Well organised

Attentive to details

Reliable and Responsible

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# EXPERIENCE

**Translator** – Freelance: 2002-2008, June 2011 – Present

Working freelance for direct customers, translation agencies and publishing house, USAID contractor.

Translation of books/documents/software.

Reviewing and proofreading mother-tongue text.

Subjects: business, legal, pharma, international relations, politics, technical.

Published literary translations (from English into Ukrainian): “Peter Pan” (J.M. Barrie), “The Roads We Take” (O’Henry), “Treasure Island” (R.L. Stevenson)

**Senior Lecturer** – Institute of Entrepreneurship and Innovation Technologies (Lviv National Polytechnic University): September 2011 – February 2014

Chair of Finance. Responsible for educational and methodological work, international cooperation of the Chair. Subjects:

Market of Financial Services

Financial Activity of Enterprises

Banking Services

**Deputy MD for Finance** - LLC “Mondi Packaging Bags Ukraine”, August 2008 – November 2010

Responsible for Administration, Finance, Tax&Legal, HR, IT and Procurement of Ukrainian branch of a multinational company.

Finance: KPIs monitoring, budgeting and planning, CI management

Tax & Legal: contracts management, Local Compliance Officer

HR: payroll and employment contracts management, employees training

Procurement: relations with suppliers, control of export/import

# EDUCATION

**Ph.D in Economics** - Maria Curie-Sklodowska University of Lublin: 2003 –2008

**M.Sc. in International Economic Relations; Translator** - Ivan Franko National University of Lviv: 1997-2003