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|  | **Olga Polozhai** | |
| **Date of birth:** February 26, 1985  **Place of residence:** Kyiv, Ukraine  **Citizenship:** Ukraine  **Phone:** +380930750021  **E-mail:** [elveritas8@gmail.com](mailto:elveritas8@gmail.com)  **Skype:** lamm.veritas |  |

**Professional translator: English, Russian, Ukrainian**

**Experience in translation and proofreading – 5 years**

MOTHER TONGUE:               Russian, Ukrainian

SOURCE LANGUAGES:        English, Russian, Ukrainian

TARGET LANGUAGES:        English, Russian, Ukrainian

**SPECIALIZATIONS**:

GENERAL                  Education, websites, certificates, correspondence, tenders

BUSINESS                 Tourism, accounting, banking, financial, logistics, shipping

TECHNICAL              IT, hardware and software, machinery, electronics

LEGAL                       Contracts, official documents

**Education**

|  |  |
| --- | --- |
| 2010 | **Bohdan Khmelnytsky Cherkasy National University**  Institute of Foreign Languages  Department of English Philology  Degree: Master |
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**Work Experience**

07/2010 – until now **Freelance translator in such translation agencies as InTime, PROFPEREKLAD, Lev, Universal, Great, translator for Rest Properly glossy magazine**

**CAPACITY**:                  5.000 words/day for translation, 10.000 words/day for proofreading

**PAYMENT:** via PayPal or Webmoney

**CAT TOOLS:** Trados 2014

* Communication skills, responsibility, ability to handle stress
* Promptness, punctuality
* Striving for development and professional growth
* Fast learning ability
* Constant availability