

CURRICULUM VITAE



PERSONAL DETAILS

NAME: Weronika Wróblewska
DATE AND PLACE OF BIRTH: 23.06.1979, Warsaw, Poland
ADDRESS: ul. Południowa 85, 05-080 Truskaw
MOBILE: (+48) 605-538-151
E-MAIL: weronikawroblewska@wp.pl
SKYPE: weronika.wroblewska

EDUCATION:

1998 – 2003 Master of Arts, University of Warsaw
Faculty of Applied Linguistics (English and German)
Specialty area: translation
2003 Warsaw School of Economics - Postgraduate European Studies

ADDITIONAL TRAINING

1998 Tour guide certificate
2001 DAAD in Germany: consecutive and simultaneous translations
2002-2007 A series of workshops dedicated to teaching and interpersonal relations at Archibald School of English Language

LANGUAGES:

English – fluent speaking and writing
German – C1
French – A1
Language pairs: English <> Polish and German > Polish

SKILLS:

Computer skills: Windows, MS Office,
CAT: Wordfast, Trados Teamworks
Driving license: B category

PROFESSIONAL EXPERIENCE (highlights):

- Since 2010 Translator at Profi Solutions Kaszyńska i S-ka s.c.
- Since 2006 Collaboration with Newton Media:
- Daily press translations (general, economic, financial, media and entertainment, ICT etc.). Clients including: Polkomtel, P4, ING, ITI, TVN, KBC, Vattenfall, Bank BGŻ.
 - Translation of articles and presentations, memos, letters etc. for various clients including Pratt & Whitney, Case IH and others)
- 2006 to 2010 Collaboration with translation agency Professional Business Law and Medicine s.c.
- Translation of press articles, letters, notes, memos, marketing materials, brochures, leaflets, catalogues, manuals, product offers, press releases, presentations and others.
- Since 2013 Collaboration with Accenture Poland
- Translation of web content, press releases, presentations, recruitment materials, reports
 - Copywriting
- Since 2007 Collaboration with Vileda Professional
- Translation of leaflets, brochures, catalogues, Technical Data Sheets (professional cleaning solutions)
- Since 2005 Collaboration with Henkel
- Translations for such brands as Schwarzkopf Professional, Loctite (Bonderite, Teroson, Aquence etc), Ceresit and others
 - Marketing materials, manuals, brochures, Technical Data Sheets, presentations
 - Industry segments: maintenance and repair, surface engineering, industrial processing machinery industry, power plants, waste water, rail, lighting, vehicle repair and maintenance.
 - Materials regarding the following applications: threadlocking, thread sealing, gasketing, retaining, instant bonding, light cure adhesives, structural bonding, metal-filled compounds, protective coatings and compounds, cleaning, lubrication and protection, surface treatment, dispensing equipment
 - Materials and presentations for hairdressers and stylists regarding beauty and care, intranet materials (Schwarzkopf Professional)
- Other major clients for whom I have done translation work include: Acciona, BMW, Altrex, Wyborowa SA, Honeywell, Ferring Pharmaceuticals, Ford, Pet Food, Onet, Reckitt Benckiser, the Eastern Institute, Wirtualna Polska and others.
- 1998-2009 Foreign language teacher (English and German) at various language schools (L²LC, Archibald, Lingwejon, Progress Language Centre)
- 1998-2004 Collaboration with tourist agencies: Mazurkas Travel, Twigger Conferences Ltd., Elite Expeditions:
- organization and translation at workshops and OSCE conferences
 - preparation of foreign language versions of materials and documentation

Areas of expertise:

Advertising & Public Relations
Agriculture (General)
Art / Crafts / Painting
Arts and Humanities
Automotive
Business / Commerce (General)
Cinema (Film, TV, Drama)
Copywriting
Cosmetics / Beauty
Diplomas / Certificates / Etc.
Ecology & Environment
Education / Pedagogy
Engineering (General)
European Union
Fashion / Textiles / Clothing
Finance / Economics
Folklore
Food / Nutrition
Gastronomy
General
Globalization
Government / Politics
History
Human Resources
Industry and Technology (General)
Journalism
Linguistics
Literature / Poetry
Localization
Management
Manufacturing
Marketing / Market Research
Media / Multimedia
Medicine (General)
Printing & Publishing
Psychology
Real Estate
Religion
Social Science
Sports / Recreation / Fitness
Telecommunications (General)
Transportation / Shipping (General)
Travel & Tourism

“I hereby give consent for my personal data included in the job offer to be processed for the purposes of recruitment under the Data Protection Act 1997 (Dz. U. no. 133, item 883)