

# **ALENA KALINIC**

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Address: Internatsionalnaya Street 11-53, Gomel, Belarus  
Nationality: Belarusian



## **MOTHER TONGUES:**

**BELARUSIAN, RUSSIAN**

## **TRANSLATION LANGUAGES:**

English/ French/Croatian/Serbian-Cyrillic/Serbian-Latin/Ukrainian

## **OTHER LANGUAGES:**

German/Italian/Slovenian

## **EDUCATION/TRAINING**

- 2008-2013 German Language Courses  
Italian Language Courses  
Slovenian Language Courses
- 2004 The Netherlands Institute for Care and Welfare, the Netherlands  
Completed Education Course on Public Health & Social Programmes Implementation Certificate
- 2001 The European Humanities University, Minsk, Belarus  
Completed Education Course on NGO Management Certificate
- 2000 The Amsterdam-Maastricht Summer University, the Netherlands  
Internet Network Certificate
- 1986-1991 Minsk State Pedagogical Institute of Foreign Languages (now: Minsk State Linguistic University) Minsk, Belarus  
English & French Languages  
Full university degree course  
Diploma

## **WORK EXPERIENCE**

- 2015-present Private Tutoring Agency Gomel (Belarus)  
Full-time Tutor
- 2013-present JANUS Worldwide Inc. Moscow (Russia)

	Freelance Translator/Proofreader Translation and proofreading of documents <b>from English to Belarusian</b>	
2011-present	<b>VIRTUALNI ASSISTENT Ltd.</b> Freelance Translator/Proofreader Translation and proofreading of documents <b>from English to Russian</b>	Zagreb-Sesvete(Croatia)
2011-present	<b>EURIDEAS LINGUISTIC SERVICES Ltd.</b> Freelance Translator/Proofreader Translation and proofreading of documents <b>from English/French to Russian/Belarusian</b>	Brussels (Belgium)
2011-2012	<b>ROSETTA TRANSLATION</b> Freelance Translator/Proofreader Translation and proofreading of documents <b>from English to Belarusian</b>	London (Great Britain)
2009-present	<b>KALINIĆ Ltd.</b> Freelance Translator/Proofreader Translation and proofreading of documents <b>from English/French/Croatian/Serbian/Ukrainian/ German/Italian/Slovenian to Russian/Belarusian/English</b>	Ozalj (Croatia)
2008-present	<b>PALIJAN Ltd.</b> Freelance Translator/Proofreader Translation and proofreading of documents <b>from English/French/Croatian/Serbian/Ukrainian/German/ Italian to Russian</b>	Zagreb (Croatia)
2004 – 2008	<b>The Republican Research Centre for Radiation Medicine and Human Ecology</b> International Cooperation Department Interpreter/Translator	Gomel (Belarus)
2005-2006	<b>The Gomel Sport Society</b> Professor of English & French	Gomel (Belarus)
2004 – 2005	<b>The Centre for Education LEADER</b> Professor of English & French	Gomel (Belarus)
2003	<b>Gomel Regional Health Centre (Belarusian Dutch-Health Information Centre)</b> Freelance Translator	Gomel (Belarus)
2002-2003	<b>The US Bureau of Educational and Cultural Affairs United States Embassy</b> Freelance Translator	Minsk (Belarus)
2002 – 2003	<b>International Research and Exchanges Board (IREX)</b> Freelance Translator/Program Coordinator	Minsk (Belarus)

2001 – 2002	<b>Experimental School-Laboratory</b> Professor of English & French	Gomel (Belarus)
1999-2004	<b>Public Association Gomel Regional Centre of Social and Psychological Support DUKHOVNOST</b> NGO Public Relations Specialist/Translator	Gomel (Belarus)
1997-1999	<b>World Vision Belarus, the representative office of World Vision International</b> Project Coordinator/Translator	Gomel (Belarus)
1994-1997	<b>Belarus-American Private School of Tomorrow</b> Professor of English & French	Gomel (Belarus)
1993-1994	<b>The Belarusian Trade and Economics University of Consumer Cooperatives</b> Professor of English & French	Gomel (Belarus)

#### IT SKILLS

Confident user of all Office applications, Email and Internet

#### SOCIAL NETWORKS

- LinkedIn [hr.linkedin.com/pub/alena-kalinić/53/212/257/](https://hr.linkedin.com/pub/alena-kalinić/53/212/257/)
- Proz.com <http://www.proz.com/profile/983396>

#### REFERENCES

Available on request