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**Phone number**: +375 29 3363119

**Freelance translator, reliable, flexible, client-oriented.**

**SPECIALISATION:** English-Russian translation

Russian – native language

English – professionally fluent

German – basic

**EDUCATION**

Minsk State Linguistic University,

The School of Intercultural Communication and Translation

**SPECIALIZING IN THE FIELD**: scientific-technical

**EXPERIENCE :**

2 years of experience in translation from English to Russian and vice versa, proofreading, editing and revision in Russian and English languages in all combinations.

Read material and rewrite in specified languages, following established rules pertaining to such factors, as word meanings, sentence structure, grammar, punctuation and mechanics.

Experience of working under pressure - co coordinating multiple projects and working to tight deadlines

Maintain databases.

**CAPACITY:** 1,500 words / day for translation

 3,000 words / day for proofreading

 Data entry (50 WPM).

**RATES**: 0.05 EUR/ SOURCE WORD FOR TRANSLATION

 0.03 EUR/ SOURCE WORD PROOFREADING

**SOFTWARE**: Sdl Trados 2009, Déja Vu, Sdl Passolo 2009, Microsoft Office 2003-2010.

**INTERNET**: broadband

**PERSONAL CHARACTERISTICS:**

Providing cultural consulting services.

Passionate about languages and linguistics.

Independent, self-driven, detail-oriented, curious.

Pro-actively prioritizing tasks.

Excellent interpersonal skills, collaboration across countries and time zones.

Fast learning.

 Hardworking, responsible, purposeful, neat, well-organized, ambitious, sociable.