

Anastasija Cernotalova

English philologist with over 4 years of successful experience in writing and translating. Strengths in linguistics backed by training at the university. Proficient in translating, researching, producing and editing diverse content.

Work History

- 2021-10 – 2022-01** **AAA Video Game Translator**
Localsoft
- Translating video game (dialogues, manuals, info, etc.).
 - Translated texts' spell check and editing.
 - Testing the game
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- 2018-11** **Video Game Translator**
Atom RPG
- 2016-05 - 2021-01** **Freelance Writer**
Livingston Research
- Writing/proofreading/editing papers (articles, case studies, essays, research papers, etc.).
 - Researching.
 - Writing/proofreading/editing papers (articles, case studies, essays, research papers, etc.).
- 2019-07 - 2020-10** **Receptionist/Administrator**
Rapport (Paddington Central) , London
- Managing the reception area, meeting and greeting the clients
 - Answering telephone enquiries
 - Answering emails, forwarding them to relevant people
 - Dealing with the mail
 - Liaising with contractors for repairs and safety hazards
 - Managing on site security checks/ passes
- 2018-01 -** **Administrator**

Contact

Address

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Phone

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Skills

Translations

Research

Proofreading

Editing

Creative writing

Languages

Russian



English



Latvian



German



2019-07

Admiral Agency

- Contracted to variety of clients through the agency: Vodafone, Allianz, Itochu, Liberum, Dixons Carphone, Thomson Reuters, Tower 42, Sky Garden, etc.
- Dealing with telephone enquiries and emails.

2017-05 -
2019-01

Freelance Writer

VIP Writers

- Developing and creating content.
- Researching.
- Writing/proofreading/editing papers (articles, case studies, essays, research papers, etc.).

2016-11 -
2017-12

Game operator/Entertainment manager

Mysteria

- Confirming reservations and maintaining reservations via database.
- Telling the back-stories of the games.
- Explaining the rules of the games to customers.
- Monitoring game progress.
- Resetting the games.
- Accompanying and entertaining children during the game.

Education

2013-01 -
2017-01

Bachelor Degree

Latvian University

During the studies prepared variety of research projects, case studies, group presentations, etc. Also, studied creative and academic writing, as well as translations.