**Anikó Józsa**

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# Summary:

I have been working as a translator since 1988.

From 1988 to 2006 I was employed full-time (certified translations) by the National Translation Office in Budapest.

Since 2006 I have been working from home as a freelance translator.

I continue to work from home as a freelance translator for the National Translation Office.

My other clients include law and accounting offices, technology companies.

As a result of my IT studies, I have extensive IT-related knowledge.

CAT tool: Trados Studio

Main areas: law (general), contract law, company law, accounting, IT, certified translation of various personal documents, police reports, court documents

# Work:

2006-2024 – freelance translator

2006-2007 – work in England

1988-2006 – full-time translator at the National Translation Office

1989-1990 – work in England

# Studies:

* Apáczai Csere János Grammar School – majoring in mathematics
* Eötvös Loránd University, Faculty of Arts – secondary school teacher of the English and Russian languages (MA)
* Specialization as a translator in economics
* Gábor Dénes College – major: engineer–informatian specialist
* Replanning Program 3.0 – basic digital skills development

# Main skills and qualities:

* Patience, persistence, monotony tolerance
* Reliability, confidentiality
* Accuracy
* Flexibility

**Replanning 3.0 digital skills development** – Networks basics; Windows basics; Fundamentals of corporate webdesign. HTML, CSS, JS, GIT, Bootstrap

**CAT tool**: Trados Studio

**Microsoft Office**: Word, Excel, Outlook, PowerPoint

**W3schools**: HTML, CSS, Javascript, SQL, MySQL

**Languages:**

- English – C1, active

- Russian – C1, inactive

- German – elementary level