Daria Platonova

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UK visa: Tier 1 (Post-Study Work)

I am a motivated graduate looking for work experience in translation and interpreting. I am a native Russian speaker and have graduated with a BA in History from the University of Cambridge and a MA degree from UCL, therefore, I have been exposed to English language quite extensively both in formal and informal settings. Below is the summary of my experiences that are relevant to the positions that might arise:

* Experience of translating written non-technical texts from Russian into English and vice versa;
* Informal synchronous translation of speech;
* Experience of proofreading English academic texts to a very high standard;
* Experience of creating Russian texts with a high standard of spelling, grammar and punctuation;
* Experience of creating English texts with a similarly high standard spelling, grammar and punctuation;
* Worked in a variety of environments - academic, health care, legal bookshop, school – therefore, am able to familiarise myself and adapt to a variety of texts quickly;
* Am a fast learner and adapt quickly;
* Am able to communicate by telephone or via the Internet connection;
* Currently, I am working for one of the National Health Service Trusts in the UK.

I do not require UK work permit.

*Education*

University College London Sept 2011 – Sept 2012

 MA in History at School of Slavonic and East European Studies, Grade: Merit

University of Cambridge Oct 2008 – June 2011

 BA in History, 2.1 (obtained)

Notre Dame Catholic Sixth Form College, Leeds Sept 2006 – June 2008

 A-levels: History (A), Sociology (A), Classical Civilisation (B)

 AS-levels: Music (A), Italian (B)

 Advanced Extension Award: History (Merit)

Leeds English Language School June 2006 – Aug 2006

School n266, Murmansk, Russia Sept 2004 – June 2006

 14 GCSE equivalents: overall grade 4.8 out of 5

*Language skills*

* Russian (native speaker)
* English (fluent)

*Skills acquired through education:*

Research skills:

* As an undergraduate, produced independently-researched weekly essays; came up with my own research topics and strategies when writing coursework and the dissertation;
* As a postgraduate, produced original and thoroughly researched essays on topics developed entirely on my own.

Writing and proofreading skills:

* Have got an experience of proofreading and commenting upon a native English speaker’s PhD dissertation and a non-native English speaker’s conference paper;
* As an undergraduate at Cambridge, wrote an essay every week of the term, produced one five thousand word essay, a fifteen thousand word dissertation and performed well at written exams under timed conditions;
* As a postgraduate at UCL produced five essays (three thousand to seven thousand words) to strict deadlines (usually one a week or one every two weeks);
* Wrote essays on a variety of topics: cultural history, political history, economic history, the history of religion, historical theory and methodology. The essays were usually technically precise.

Attention to detail:

* As a proof-reader and editor, adopt a very meticulous approach and give detailed comments with references to sources, if needed;

Presentation and communication skills:

* As an undergraduate discussed the essays with my supervisors on a weekly basis;
* Actively participated in seminars and discussions at Cambridge and UCL.

Independent project management and time management:

* Successfully combine academic work, volunteering, internship and editorial work;
* As an undergraduate managed two independent projects: organised College-based seminars for history undergraduates, set up aerobics sessions for women at the College;
* As an undergraduate and postgraduate combined successfully academic work and extra-curricular activities such as attending open lectures, seminars and symposia on historical, theological, political and economic topics, active participation in the events organised by University societies such as the Russian Society, various History societies.

*Work experience:*

**Bank Administrator at NHS Central and North West London NHS Trust** Current

**Charity “Centre 404,” Supporting people with learning disabilities, London, Islington** Nov 2011 – Sept 2012

* Volunteer befriender;
* Support volunteer for the “Gardening Project”;
* Support volunteer for the “Nutrition group”.

**Two-week work experience at Huddersfield and Beverley public libraries, England** Spring 2007

* Performed a variety of tasks such as serving readers, inputting data, writing summaries of local newspaper articles; established very good communication with the personnel.

*Teaching experience:*

**Freelance tutor in English and Music** Sept 2012 – November 2012

**Teacher observation experience at Long Road Sixth Form College, St.Ivo School and St.Bede’s School, Cambridge**  April 2010

* Observed lessons, took notes, and discussed teaching styles with the teachers;

**Work placement at School n266, Russia**  September 2010

* Taught English language at a secondary school in Russia to a variety of age-groups using my own lesson plans;
* Introduced new ideas into the teaching practice at the school, which consisted of the constant engagement with the pupils, extensive use of visual aids, and the introduction to useful language websites (such as BBC Radio 4);
* Managed to establish excellent rapport with all the pupils, especially teenagers and final-year students, from the first day of the placement.

**Home-based English language tuition**  Dec 2008 – Jan 2009

* Provided month-long home-based English language tutorials to Russian students in their final year;
* After the tutorials, one of the students was successful at a regional English language competition.

*Other experience*

**Intern at the “Russian Mind” journal** June 2012 –Sept 2012

* Contributed to the online edition of the journal by writing articles in English;
* Searched for Russian culture and art events taking place in London;
* Communicated with the editor to discuss the events and articles.

**Running independent projects at the university:**

* History seminars project, University of Cambridge April 2009
* College-based aerobics sessions for women, University of Cambridge Oct 2009 – Oct 2010
* Running of a University Society Oct 2010 – June 2011

Excellent references available on request