Curriculum vitae

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| I am a freelance translator since 2010. I am specializing in Ukrainian and Russian languages, as a native speaker of both, as well as in English, and can ensure the top quality. I work on permanent base with several translating agencies. Have experience in translating texts in a variety of fields: business and financial, marketing, legal, technical, ecology, geology, tourism, IT, medicine, cosmetology, professional and personal correspondence. I’ve always been able to meet the highest possible expectations of my clients. In my work I’m always focused on customer satisfaction both in terms of quality assurance and deadline meeting. I am interested in freelance translating jobs. Please feel free to contact me any time. | |
| **Name: Date of birth:**  **Marital status:**  **Nationality**  **Contact phone:**  **E-mail:** | Daryna Yurchuk  16/01/1983  Married  Ukrainian  +380674107611 (mob)  Daryna1983@mail.ru |
| **Education:**  1989-2000  2000-2005  11/09/2001-25/11/2001 | Secondary school  The State University of Agriculture and Ecology  Faculty: Management of Organization  Qualification: Manager of External Economic Activity and Enterprises, translator  Driver courses (category “B”) |
| **Work experience:**  03/05/2003-22/11/2003  11/08/2005 – 30.10.2006  01/11/2006 - 03/11/2008  05/11/2006 -2013 | The practice in Great Britain (England, Brook Farm)  Secretary "Zhytomyr Coardboard Factory".  Sales manager “Elite” Ltd  Writer for UVO Academic Assistance Agency |
| 03/11/2008 – 2010 "STEP" Ltd,  2010 till now  **Skills:** | Project manager  Freelance translator  PC user: MS Office (Word, Excel), Microsoft Outlook, Internet, e-mail. |
| **Languages:** | Russian-native, Ukrainian-native, English - fluent. |
| **Personal description:** | Purposeful, honest, punctual, communicative, responsible, decisive. |