**Denisa Procházková**

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**WORK EXPERIENCE**

**2016 - present Freelance Translator**

* Specialization on Czech-English and English-Czech language pairs
* Specialization in Legal, Bureaucratic, Economic and Financial topics
* Audio translations Czech-English for American Bureau of Prisons
* Czech-Czech Audio transcriptions and voiceovers
* Brief experience with subtitling for Netflix

**2015 - 2016 Freelance Translator for WikiHow International**

* Translation of Articles (Tutorials/Guidelines) - English-Czech language pairs

**2014-2015 Administrative Worker at Grosvenor Casinos, UK**

* Basic Admin work: Word, Excel, PowerPoint

**2013 Accounting Internship at TREDOS, spol. s.r.o.**

* Performing basic office/admin/accounting tasks, filling in tables, filing reports, customer service work (emails, phone calls)

**EDUCATION**

**Commercial Academy of Dr. Albín Bráf and Language School in Třebíč**

4 Year Studies, Graduated from Czech Language, English Language, Economy, IT and Accounting

**CERTIFICATES**

**Cambridge PET Certificate of English language**

**PC skills:**

* Word, Excel, Access, PowerPoint, Internet, Email, basics CAT tools (Memsource, SDL Trados Studio, etc.)

**INTERESTS**

Art, Financial News, TV Shows/Movies, Healthy Lifestyle