RUSSIAN-ENGLISH TRANSLATOR

AND CERTIFIED INTERPRETER

Elena Larson

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SUMMARY

Dedicated, goal-oriented translator and interpreter, possessing excellent linguistic skills and written communication skills.

EDUCATION AND CERTIFICATION

* Certified as California Court Interpreter by the Judicial Council of California, 2011
* Certified as Translator of Technical and Scientific Texts from Russian to English and from English to Russian by Russian Ministry of Education, 2001
* Graduated from Eastern Oregon University, graduating class of 2011. Bachelor of Science in Business Administration, Minor in Economics; Concentration in International Business; Summa Cum Laude
* Graduated from Tomsk Municipal High School #24, specialized in foreign languages and translation, graduating class of 2001, Summa Cum Laude

EXPERIENCE

* English-Russian and Russian-English Interpreter and Translator (independent contractor): May 2006 - present
* Certified California Court Interpreter - various California courts: March 2012-November 2013
* Telephonic Interpreter - Language Line, Inc: April 2012 - June 2013
* Advertising and Marketing in Russian language and in English language - Image Design Network: January 2006 - March 2011

CAPABILITIES

* Translating and interpreting in a variety of spheres, including business, law, and medicine
* Communicating clearly and effectively both in written and spoken form
* Excelling in intercultural communication
* Having a cheerful, polite, friendly, customer-focused attitude under any circumstances
* Thoroughness in following instructions and guidelines
* Consistent attention to details