

# GALINA KRUMOVA

A Chinese studies graduate with a master's degree in translation and editing. Throughout my academic journey, I actively pursued opportunities to work in teaching, business interpreting, literature and movie translation, as well as customer service. These allowed me to cultivate a diverse skill set while balancing my academic commitments.

Driven by energy and determination, I thrive on staying engaged and continually evolving as a professional. With 6+ years of experience in teaching and business interpreting, I have honed my abilities to deliver effective communication and bridge cultural gaps.

Currently, I hold a pivotal role as a reporter, author, and scientific editor at "China Today" newspaper. Our collaboration with the Chinese governmental, non-governmental organizations and businesses offers me regular exposure to creative and dynamic assignments, which have greatly enhanced my communication skills and expanded my worldview.

As I seek new horizons in my career, I am eagerly anticipating fresh challenges that will enable me to leverage my expertise, passion for Synology, and unwavering commitment to professional growth. I am confident in my ability to make a positive impact and contribute to the success of any organization.



## PERSONAL

- Name**  
Galina Krumova
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- Email**  
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- Date of birth**  
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Stara Zagora
- Gender**  
Female
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Bulgarian
- Marital status**  
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- Driving licence**  
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- LinkedIn**  
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## LANGUAGES

- Bulgarian ★★★★★
- Chinese ★★★★★
- English ★★★★★
- Russian ★★

## CHARACTERISTICS

- Excellent Communication skills
- Adaptability
- Emotional Intelligence
- Leadership Potential
- Time Management
- Attention to Detail



## WORK EXPERIENCE

- Nov 2018 - Present**  
**Scientific editor and author (Specialized newspaper for Chinese culture, lifestyle and economics)**  
[China Today \(今日中国\)](#) , Sofia, Bulgaria
  - Research and create compelling articles on diverse topics related to Chinese culture, lifestyle, and economics;
  - Edit and proofread content, ensuring accuracy, clarity, and adherence to the newspaper's style guidelines;
  - Perform rigorous fact-checking to verify the credibility and reliability of article information;
  - Conduct interviews in Chinese and establish and maintain relationships with experts in various fields, incorporating their insights into articles to enrich the content;
  - Take part in joined projects with the Chinese governmental and non-governmental organizations;
  - Contribute to the editorial calendar by proposing relevant and timely topics, ensuring a balanced coverage of subjects;
  - As a Scientific Editor and Author for a specialized newspaper focused on Chinese culture, lifestyle, and economics, I contributed to promoting cultural understanding and knowledge exchange among readers;
- Apr 2019 - Dec 2019**  
**Chinese language skills Validator**  
[Top Skills Recruitment, Sofia, Bulgaria](#)
  - Conduct phone-based interviews to evaluate candidates' Chinese spoken language proficiency;
  - Collaborate with the HR team to provide language-related insights for candidate selection;
  - Generate reports summarizing candidates' Chinese language proficiency levels;
  - Continuously improve assessment techniques and share best practices;
- Jul 2018 - Nov 2018**  
**Financial service representative with Chinese and English**  
[FXCM, Sofia, Bulgaria](#)
  - Provide clients with best-in-class, white-glove service on email and chat;
  - Obtain in-depth knowledge of company products and services to intelligently and efficiently address client inquiries;
  - Participate in a variety of Marketing, Compliance, and informational

outreach campaigns through phone or emails;

Oct 2016 - Aug 2017

### **English language Teacher**

阿尔法智慧课堂 Alpha Intelligence class, Kunming, Yunnan, People's Republic of China

- Plan and deliver engaging English language lessons to Chinese kids, considering their age, language proficiency, and learning styles;
- Create a supportive and inclusive learning environment that encourages active participation and fosters a love for the English language;
- Adapt teaching strategies and materials to meet each student's individual needs and learning abilities;
- Promote cultural awareness and understanding by integrating aspects of Chinese culture into English language lessons;

Mar 2018 - Oct 2018

### **Host of events**

Confucius Institute Sofia, Sofia, Bulgaria

- Serve as the official host for multiple major Chinese-focused events (300+ attendees), representing the organizers and engaging with the audience in a professional and friendly manner;
- Conduct opening and closing remarks, introducing the event and its purpose to the attendees;
- Host and facilitate various segments of the event, such as speeches, presentations, performances, and panel discussions, ensuring smooth transitions and maintaining the flow of the program;
- Maintain professionalism and composure while handling unexpected situations or changes in the event schedule;

Sep 2017 - Jul 2018

### **Chinese language Teacher**

"Mnogoznayko" Educational Center, Sofia, Bulgaria

- Use interactive and student-centered teaching methods to teach Chinese language skills, including speaking, listening, reading, and writing;
- Create a supportive and inclusive learning environment that encourages active participation and fosters a love for the English language;
- Adapt teaching strategies and materials to meet each student's individual needs and learning abilities;
- Create a positive and respectful classroom atmosphere that encourages students to participate and take risks in their language learning actively;

Jan 2018 - Present

### **Business interpreter**

Evroingenering Ltd., Stara Zagora Bulgaria

- Provide interpretation services during business meetings, negotiations, and discussions between the company delegation and foreign counterparts;
- Facilitate effective communication by interpreting accurately and maintaining the tone, intent, and context of the original message;
- Translate verbal and written documents, including contracts, agreements, presentations, and other relevant materials.
- Assist with language and cultural comprehension, ensuring both parties have a clear understanding of each other's perspectives;
- Serve as a cultural bridge, providing insights into local customs, etiquette, and business practices to help facilitate successful interactions;
- Accompany the company delegation to expos, fairs, and industry events, providing interpretation services during presentations, seminars, and networking activities;
- Handle confidential and sensitive information with discretion and maintain a high level of professionalism and confidentiality;
- Act as a representative of the company, ensuring a positive image and strong professional presence during all interactions;
- Stay updated on industry-specific terminology and developments to ensure accurate interpretation and translation;
- Demonstrate flexibility and adaptability to different business scenarios and cultural nuances;
- Continuously improve language and interpreting skills through

professional development and staying updated with industry standards;

○ Sep 2018 - Present

### Personal Chinese tutor

Sofia, Bulgaria

- Assess the student's current level of Chinese language proficiency and develop a personalized learning plan based on their goals, needs, and learning style;
- Teach Chinese language skills, including speaking, listening, reading, and writing, using effective instructional methods and materials;
- Adapt teaching strategies and pace to meet the individual learning abilities and preferences of the student;



## EDUCATION AND QUALIFICATIONS

○ Oct 2019 - Jul 2020

### Master's degree in "Translation and Editing" with Chinese language

Sofia University "St. Kliment Ohridski", Sofia, Bulgaria

○ Sep 2014 - Sep 2019

### Bachelor's degree in Chinese Studies

Sofia University "St. Kliment Ohridski", Sofia, Bulgaria

○ Sep 2016 - Jul 2017

### Chinese language Specialization course

云南师范大学/Yunnan Normal University, Kunming, Yunnan, People's Republic of China

Certificate "Chinese intensive language and cultural studies":

- successfully completed Advanced Chinese course;
- successfully completed Intermediate Chinese course;

○ Sep 2023 - Jul 2023

### High school

High school of economics "Knyaz Simeon Tarnovski", Stara Zagora, Bulgaria

Major: Business Administration

○ Sep 2023 - Jul 2023



## SKILLS

Typing skills



Subtitle Edit, Subtitle Workshop



Autodesk AutoCAD



Pedagogical skills



Microsoft Office



SDL Trados



## INTERESTS

### • Subtitle Making:

I have a keen interest in subtitle-making, which requires precision, attention to detail, and strong language skills. It reflects my commitment to enhancing accessibility and ensuring accurate communication in audiovisual content.

### • Kickboxing:

Engaging in kickboxing demonstrates my discipline, determination, and physical fitness. It showcases my ability to set goals, work hard to achieve them, effectively manage stress and maintain a healthy work-life balance.