

PERSONAL INFORMATION

Igor Akimov

 8a-14 Petina street, 160000, Russia

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Sex Male | Date of birth 15/09/1966 | Nationality Russian

PREFERRED JOB

Freelance Translator and Interpreter for Business

WORK EXPERIENCE

From 06/04/2007

Freelancer

Translation, proofreading, copywriting

From 01/03/2006 to 06/04/2007

Sales Director

RES-Service Ltd., Vologda

- Sales of services
- Quality control
- Accounting

Business or sector: Maintenance of tenement-houses

From 18/05/2004 to 13/12/2005

Sales Manager

Regioninvest Ltd, Vologda

- Sales of know-how and technologies (use of cavitation in meat-processing) in Russia and abroad
- Translation of corporate materials Ru - En
- Business correspondence in English
- Writing of articles for Internet, periodicals and magazines

Business or sector: Meat-processing

From 24/07/1997 to 17/05/2004

Freelancer

Consulting, marketing services

From 09/12/1996 to 23/07/1997

Deputy Finance Director

Ruspromservice Limited, Vologda

- Cash flow projection
- Foreign-trade operations

Business or sector: Filling stations, export of timber and wood

From 20/05/1996 to 06/12/1996

Deputy Director

Nartex Insurance Company, Vologda

- Managing a sales team

Business or sector: Insurance

From 14/05/1992 to 14/05/1996

Director

Russian-Swedish Joint Venture OTTI Promotion Ltd., Vologda

- Business management

Business or sector: Wholesaler of products from Coca Cola, RJR Nabisco, Mars, Procter&Gamble.

EDUCATION AND TRAINING

From 1986 to 1991

Teacher of English

Vologda State Teacher's Training Institute, Vologda

From 1995 to 1996

Professional Certificate in Management

The Open University, London

PERSONAL SKILLS

Mother tongue(s)

Russian

Other language(s)

English

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
B2	B2	B2	B2	B2

Communication skills

Good communication skills gained through my experience as a director, deputy director, sales manager

Job-related skills

Self-motivated, attentive to detail, able to work under tight deadlines.

Computer skills

Good command of Microsoft Office™ tools, WordFast

Driving licence

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