**CURRICULUM VITAE (RESUME)**

**PERSONAL DATA:**

LAST NAME: Name as it appears on your passport:

First Name: ILYA Second name: TURGENEV Middle Name / Other Names: VICTOROVICH

Physical Street Address for courier delivery: Proletarskaya st 24-8, Penza, Russia

Telephone Home: +7412 57 13 97

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Email 1: [m.kife@hotmail.com](mailto:m.kife@hotmail.com)

Marital Status: single

Date of Birth: 09/01/1990

Gender: Male

Country of Origin: Russia

Present Nationality: Russian

Languages and Fluency Level: English (bilingual) Russian (native) Deutsch (fluent in written conversations, basic in oral conversations)

**EDUCATION:**

**University graduate (Diploma with Master degree’s in linguistics, translation and Interpretation), Penza State Pedagogical University, Lermontova St. 37, Russia, Penza. 2008-2013**

**WORK HISTORY:**

**Licensing department manager, INT Corporation Ltd, Moscow, Russia, 03/2013-present time**

* Translation of legal documents
* General translation
* Negotiations (verbal and written) with the rights owners (English, German, Russian speaking)
* Duties associated with documents circulation,
* Selling to Customers’ Needs,
* Establishing, maintaining and expanding of the customers’ base,
* Collecting customers’ feedback and market research,
* Servicing the needs of existing customers.

**Sales Manager, Povoljyepisheservice Ltd**, Penza, Russia, 09**/2008-12/2012**, CEO: Turgenev Victor

* Duties associated with documents circulation,
* Selling to Customer Needs,
* maintaining and expanding of the customer base,
* Deal leading,
* General translations
* Collecting customer feedback and market research,
* Servicing the needs of existing customers.

**Freelance translator since 2010- present.**

* General translation
* Technical translation
* Proofreading
* Copywriting