



Name: Leila Alasgarova

Speciality: English/French – Russian Translator

Phone: +994554078908

EDUCATION: 2006 - 2010 Azerbaijan University of Languages
Qualification: English/French Language Interpreter (Bachelor's Degree)

2008 – 2010 – French Centre of Language and Culture
Courses of French language

2010 - 2012 Azerbaijan University of Languages
English Language Interpreter (Master's Degree)

2012-2015 Azerbaijan State University of Economics
Department of Business Administration (MBA Degree)

EXPERIENCE SUMMARY: More than 10 years of experience in English/French/German to Russian translation

EMPLOYMENT HISTORY: 2009 - **KRKA AZERBAIJAN**
Assistant General Manager

September 2010 – Present
“AZERBAIJAN AIRLINES” CJSC
Translator (English/French-Russian)
Responsibilities: Timely and high-quality translation of documents of various contents received and sent to Azerbaijan Airlines into English and Russian languages. These documents include:

- Materials and correspondence related to the company’s international activities;
- Contracts and agreements concluded by structural divisions of the company with airlines and organizations operating in other countries;
- Internal documents for the purpose of preparation for audits conducted by international organizations;
- References for submission to embassies.

2022 – Present
SHANGHAI YOUMI TRANSLATION AGENCY
Machine Translation Post-Editing (MTPE), Human Translation (HT) projects
Responsibilities: Post editing of machine translation, translation of general news, blog and social media content, and text extracted from news programs, medical

RESUME

publications, finance and business documents, error-handling according to the given guidelines. MTPE and HT in the following language pairs:
English – Russian; Russian – English;
French – Russian;
German – Russian;
Turkish – Russian;
Ukrainian – Russian.
Evaluating QA performance in reviewing and fixing the translations received.
Performing Linguistic and Quality checks on Machine and Human translations.
Working on regular QA work in translated strings for ongoing projects strictly following quality assurance guidelines.

SOFTWARE:

Advanced user of Microsoft Word, Excel, Power Point

LANGUAGE CAPABILITIES:

Russian, English, French, German, Turkish

PERSONAL INFORMATION:

Date of birth - 19th November 1988
Nationality - Azeri