



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Masa Zupancic**

Address Pehackova 7, SI-1370 Logatec (Slovenia)

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E-mail(s) masazup@gmail.com

Nationality Slovenian

Date of birth 15/05/1974

Gender Female

Work experience

Dates 02/02/2000 - 03/02/2001

Occupation or position held sales representative

Main activities and responsibilities promotion and marketing of products
contacts with customers
advertising activities

Name and address of employer KLI Logatec d.d.
Tovarniška 35, 1370 Logatec (Slovenia)

Type of business or sector industry

Dates 04/04/2001 →

Occupation or position held translator

Main activities and responsibilities translation of financial reports and business documents

Name and address of employer Consulate of the Republic of Seychelles
Slovenska c. 5, 1000 Ljubljana (Slovenia)

Type of business or sector diplomacy

Dates 03/01/2004 →

Occupation or position held translator

Main activities and responsibilities translation and proofreading of EU documents

Name and address of employer Skrivanek d.o.o.
Miklošičeva 25, 1000 Ljubljana (Slovenia)

Type of business or sector translation

Dates 02/02/2007 →

Occupation or position held translator

Main activities and responsibilities software localization, technical and automotive translations

Name and address of employer Cefornt d.o.o.
Blatnica 1, 1236 Trzin (Slovenia)

Type of business or sector translation and localization

Dates 1/9/2004 →

Occupation or position held journalist

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Main activities and responsibilities writing articles for Elle and Lisa Moje stanovanje magazines
 Name and address of employer Adria Media d.d.
 Vošnjakova 3, 1000 Ljubljana (Slovenia)
 Type of business or sector media

Education and training

Dates 01/10/1994 - 01/01/2000
 Title of qualification awarded graduate certificate in marketing communication
 Name and type of organisation providing education and training Faculty of Social Sciences, University of Ljubljana
 Kardeljeva ploščad 5, 1000 Ljubljana (Slovenia)
 Level in national or international classification graduate

Dates 01/10/2002 - 01/10/2008
 Title of qualification awarded BA in translation (English and German)
 Name and type of organisation providing education and training Faculty of Arts, University of Ljubljana
 Aškerčeva 2, 1000 Ljubljana (Slovenia)
 Level in national or international classification writing a diploma thesis

Personal skills and competences

Mother tongue(s) **Slovenian**

Other language(s)

Self-assessment
 European level (*)

English

German

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
C2	Proficient user	C2	Proficient user	C1	Proficient user	C1	Proficient user	C2	Proficient user

(*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences good organizational skills

Computer skills and competences good command of Microsoft Office and Trados

Driving licence(s) B