

Curriculum Vitae

Monika Šístková



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Profile

An experience translator (Czech-English and vice versa) and tutor of English and Czech for foreigners. Well-educated, hard-working and reliable freelancer with many references all around the world.

Education

- 2011 – 2014 **Faculty of Humanities, Charles University, Prague, Czech Republic**
Master in Humanities (Oral history – Contemporary history)
Final exams: Modern history, Methodology of oral history
- 2005 – 2010 **Faculty of Humanities, Charles University, Prague, Czech Republic**
Bachelor in Humanities
Final exams: English (C1 level), Philosophy, History, Social sciences
- 2007 - 2008 **University of Turku, Finland**
Fields: European studies, Women's studies, Baltic sea region studies
- 1996 - 2004 **Gymnázium J.Š. Baara, Domažlice, Czech Republic**
School-leaving exams: Czech, English, Social Sciences, Biology

Work experience

- Since 2007 **Freelance teacher and translator**
part-time English to Czech translations: IT, Academic English, Business English
Since 2011
full-time Tutoring: English, Czech for foreigners, Piano play
- 2010 – 2011 **Medicover s.r.o.**
full-time Customer service – Health care coordinator
Organisation of preventive medical checks, communication with customers in English, reporting, translations from/to English
- 2009 **Ministry of the Interior of the Czech Republic**

part-time Organisational support of CEPOL meeting
2005 – 2010 **Ipsos Tambor**
part-time Interviewer

Other experience

2013 **META -** the Association for Opportunities of Young Migrant
Volunteer
Teaching of immigrants

2006 - 2009 **Jahoda non-profit organisation**
Volunteer
Teaching of socially disabled children, participation in psychological
trainings and supervisions

2007 **Great Britain**
Au-pair

2004 **Ireland**
Au-pair

1993 - 2004 **Primary art school**
Drama and literature
actor, co-director, recitator, moderator, teaching of drama for children

Language skills

Czech language – native speaker
English language - C1/C2
German language - B1/B2

Computer skills

Internet (Internet Explorer, Firefox and Chrome web browsers), advanced
knowledge of Microsoft Office, user knowledge of Microsoft Windows

Other skills and achievements

2003 Driving licence in the Czech Republic – B level
2009 First aid course of the Czech Red Cross

Hobbies and interests

Reading, culture, travelling, piano play

