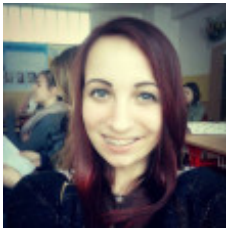


## PERSONAL DETAILS

## Natália Tkáčová



📍 141, 08205 Šarišské Bohdanovce

☎ +421907452806

✉ natka.tkacova@gmail.com

📅 **Date of birth** 26 November 1997

## EDUCATION

2013 - 2018

**SSOŠ Postupimská, 37, Košice**

business academy - bilingual study

**Additional information on  
education**

My study is specialized for an achievement C1 level in English.

## EMPLOYMENT HISTORY

2014 - 2015

Marketing Post s.r.o

**Additional information on  
your employment history**

Recipe's translator from English to Slovak for private person.

Translate of technical program terminology (e-shop).

Editor of several branches ( woman's / man's magazine, sport, travelling, health, cars..) + translation of those articles from English to Slovak

## SKILLS

**Language skills**

Slovak - native speaker  
English - advanced  
Spanish - basic  
Russian - basic

**Administrative and economic  
knowledge**

Typing - advanced  
Single-entry bookkeeping - advanced  
Double-entry bookkeeping - basic

**Computer skills - User**

Microsoft Word - advanced  
Microsoft PowerPoint - advanced  
Microsoft Excel - advanced  
Adobe Photoshop - basic

**Driving licence**

B category