



**Marchuk Oksana Alexandrovna**

e-mail: [kechinaoksana@gmail.com](mailto:kechinaoksana@gmail.com) [marchuko@ukr.net](mailto:marchuko@ukr.net)

[www.englishspeaker.okis.ru](http://www.englishspeaker.okis.ru) skype ID: kechinaoksana

mobile : +380978061254

**Education:** Specialist's Degree in Romanic-Germanic Philology 2004 Qualified -Teacher of English language and literature. Russian and Foreign literature. The Foreign Languages Department at Slavyansk State Pedagogical University.

**Experience beginning from 1999:** Companies: "Hermes" Ltd. (interpreter), Secondary school (teacher), Ukrainian Gymnasium (teacher), internet editions (freelance interpreter), "Kramholodmash" Ltd. (import manager ,professional Interpreter)

**Services:** Translation/ Interpreting from English into Russian/Ukrainian; Russian/Ukrainian into English. Tutoring English and Russian languages.

Interpretation, assistance for foreign individuals and groups. Assistance at the international exhibitions, arrangement of meetings and negotiations.

Translation of different texts and documents (business correspondence, technical, legal documents)

Proofreading of translated text

Editing

Web Localization (Web site translation)

Consecutive Interpreting

Online interpreting

Interpreting/ teaching practice and experience: beginning from 1999 :

Companies: "Hermes" Ltd (interpreter), Secondary school (teacher), Ukrainian Gymnasium (teacher) , internet editions (freelance interpreter), "Kramholodmash" Ltd. (import manager)

Professional Interpreter/Translator/ Ukrainian, Russian, English experience in translation/interpretation in various spheres: Accounting, Agriculture, Advertising & Public Relations, Business, Commerce, Economics, Education, Engineering, Environment & Ecology, Household Appliances, Human Resources, International Cooperation, Internet, IT (Information Technology), Journalism, Law, Management, Manufacturing, Materials, Science, Social Science, Telecommunications, Travel.

**Present position:** import manager at "Kramholodmash" Ltd. specializing in Heating Ventilation and Air Conditioning sphere.

**Additional skills:** French, German languages Software: Proficient with MS Office applications

**Experience in teaching online beginning from 2009.** I have regular students from Russia, Ukraine, Japan, China, Azerbaijan, the USA, Italy and Syria.