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| --- | --- |
| PERSONAL INFORMATION | Svetlana Kidrič |
|  |
|   |  Grdina 25, 2289 Stoperce, Slovenia |
|  +3862 761 0866  +38641 306 107  |
|  svetlana.kidric@gmail.com  |
|   |
|  |
| Sex Female | Date of birth 29 May 1987 | Nationality Slovene  |

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| JOB APPLIED FOR | Translator |

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| WORK EXPERIENCE |   |

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| December 2009 – June 2010 June 2009 – September 2009 | Secretary |
| ICEM-TC, Gosposvetska cesta 84, 2000 Maribor, Slovenia |
| * Translation of English business letters and a webpage for ICEFA 2011 Conference
 |
| Business or sector Infrastructural Center for Energy Measurements - technological centerShop assistantHalf Moon, PO BOX 5308, Weirs Beach, NH 03247 USA* Handle financial transactions, ensure daily activities at the store

Business or sector Summer holiday resort |

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| EDUCATION AND TRAINING |   |

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| October 2006 – May 2013 | Graduate Translator |  |
| University of Maribor, Faculty of Arts, Koroška cesta 160, 2000 Maribor, Slovenia |
| * Translation from English and German to Slovenian
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| PERSONAL SKILLS |   |

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| Mother tongue | Slovenian |
|  |  |
| Other language(s) | UNDERSTANDING  | SPEAKING  | WRITING  |
| Listening  | Reading  | Spoken interaction  | Spoken production  |  |
| English | C1 | C1 | C1 | C1 | C1 |
|  |  |
| German | C1 | C1 | C1 | C1 | C1 |
|  |  |
|  | Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient userCommon European Framework of Reference for Languages |

|  |  |
| --- | --- |
| Communication skills | * Team work and intercultural skills (CCUSA - Summer work experience, Erasmus Exchange Programme in Spain)
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| Computer skills | * good command of Microsoft Office™ tools and Wordfast
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| Driving licence | * B
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| ANNEXES |   |

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|  | * copy of degree
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