**RESUME**



 Tetiana Barabash

 [Ivano-Frankivsk](http://en.wikipedia.org/wiki/Ivano-Frankivsk) 76000

 Ukraine

 Phone: +380934980533

 Email: meinesmeer@gmail.com

**EDUCATION**

(1.09.2010-3.08.2014) Ivano-Frankivsk National Technical

 University of Oil and Gas

Institute of Technical Translation

 and Records Management

Department of Philology and translation

Area of specialization: Technical translation (Bachelor)

(1.09.2014-30.06.2015) Ivano-Frankivsk National Technical

 University of Oil and Gas

Institute of Technical Translation

 and Records Management

Department of Philology and translation

Area of specialization: Technical translation (Master)

(Diploma with honors)

**Expected graduation date:** June 30th, 2015

Courses taken:

- Communication Theory

- Pedagogy

- Translation Studies

- Country Studies

**WORK EXPERIENCE**

(October 2012- May 2013) Teacher of Ukrainian for foreign student by means of English within the field practice

**Responsibilities:**

Search of teaching materials;

Presenting of materials;

Controlling and testing of students

(2012-2014) Translator for foreign students within the field practice

**Responsibilities:**

Informational support of the group; interpreting of studying

and practice process; organizing of excursions and escort

 services; assistance with documentation formulating.

(February 2014, February 2015) Teacher of English in Physical and Technical Liceum at Ivano-Frankivsk

National Technical University of Oil and Gas

**Responsibilities:**

Search of teaching materials;

Presenting of materials;

Controlling and testing of students

Organizing of out-of-school activity

(May 2014) Translator within the field practice in Chełm (Poland)

**Responsibilities:**

Translating of educational, research

and methodology materials

Attending of literature lessons

at the Państwowa Wyższa Szkoła Zawodowa

(2014-2015) Private teacher of English for children

**Responsibilities:**

Search of teaching materials;

Oral and written translating;

Controlling and testing of pupils

(June 2015) Assistant in CENTRE OF TEACHING FOREIGN STUDENTS in Ivano-Frankivsk National Technical

 University of Oil and Gas

**Responsibilities:**

Assistance and verification of documentation

**LANGUAGE SKILLS**

Ukrainian (native speaker)

Russian (fluent)

English (fluent)

Polish (good)

German (fair)

**COMPUTER LANGUAGE SKILLS**

Microsoft Office, Microsoft Word, MS Power Point, MS Publisher

**COMMUNICATIONAL SKILLS**

High-level organizational and time-management skills

Ability to work unsupervised and as part of a team

Strong verbal and personal communication skills

Accuracy and Attention to details, punctuality

Critical thinking, decision-making and problem solving skills

 **INTERESTS**

Travelling, chess, photography, music, foreign languages

**References**

Available upon request

**ADDITIONAL ACTIVITY**

Translating for Public translation project “Vavilonska biblioteka”