

Ms. Yana Bystrytskaya

Experienced Freelance Translator (EN>RU; RU>EN)

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GMT +03:00

Languages and Areas of Expertise

Native in:
Russian

Working Language Pairs

English>Russian
Russian>English

Specializing in:

- Iron and steel industry (operating manuals (industrial furnaces, rolling mills), feasibility studies, process engineering and design documentation, quality documents, MSDS, safety instructions, environmental reports)
- Oil and gas (general equipment, contracts, tender packages)
- Food production (equipment, processes, food safety)
- Mechanical engineering (machinery and equipment)
- Legal (sale and purchase contracts, framework contracts, service contracts, employment contracts, lease agreements, treaties, powers of attorney, legal statements, court rulings, etc.)

Major End Customers and Projects:

Buhler AG (advertising materials, corporate magazine, operating manuals), **Andritz Metals** (specifications, process engineering and design documentation, operating manuals, safety instructions), **Andritz Pulp & Paper** (specifications, operating manuals, safety instructions), **Halliburton** (contracts, presentations, HSE documents, risk management), **Foster Wheeler** (project documentation, tender documentation, HSE documents), **LUKOIL** (contracts, HSE documents, project documentation, risk management), **Eizo Nanao Corporation** (user manuals), **General Electric** (troubleshooting reports, project documentation), **Haas Food Equipment** (specifications, process description), **Volvo** (advertising materials, contracts)

Work Experience:

January 2011 – onwards

Freelance Translator (part-time/full time), over 400 thousand words translated per year, daily output is about 3000 words

February 2011 – October 2012

Foreign Trade Manager
OAO "Zhlobin Mechanical Plant "Dnieper"
(**construction and agricultural machinery**)

January 2007 – December 2010

Supply Chain Coordinator
Monaghan Mushrooms Ltd, Monaghan, Ireland
(**food industry**)

2005 – 2009

Freelance Translator/Community Interpreter (part-time)
Ireland (Word Perfect Translations Ltd., Lionbridge, Context)
Interpreting at police stations and hospitals; court and

telephone interpretation; translation and editing of general texts, including high school and university transcripts, marriage licenses, birth certificates, interview transcripts

2000 – 2003

In-house Translator/ Interpreter
Byelorussian Steel Works (**steel industry**)
Zhlobin, Belarus

1997 – 2000

English Teacher at a secondary school

1993 – 1997

PA to Company President
(the duties also included **translation/interpreting**)
Joint-Stock Company “Orchideya”
Minsk, Belarus

Education and Qualifications:

- 2005 **IELTS** (International English Language Testing System)
University College Dublin, Ireland
Overall band – **8.0 Academic** (Max. Achievable: 9.0)
- 1992–1999 Minsk State Linguistic University
BA in Linguistics
Specialization: TEFL
- 2006 – 2009 Professional Membership:
ITIA (The Irish Translators’ and Interpreters’ Association), Associate Member

Rates and Payment Methods Accepted:

- | | | |
|---------------|--------------------|-------------------------------|
| Translation: | English to Russian | from EUR 0.05 per source word |
| | Russian to English | from EUR 0.08 per source word |
| Proofreading: | English to Russian | from EUR 0.03 per source word |

Discounts: Yes – for exact and fuzzy matches, where applicable

Payment: Visa
Payoneer MasterCard
Moneybookers (Skrill)
PayPal
Bank Transfer

Equipment and Software

Equipment:

- Desktop computer (Windows 7)
- Laptop computer (Windows 8)
- Printer/Scanner/Copier
- Webcam

Software:

- SDL Trados Studio 2009/2011/2014
- SDL Multiterm 2009/2011
- Trados 2007
- Transit XV
- MemoQ 6.0
- TWS
- Microsoft Office 2007/2010
- Adobe Reader XI
- Adobe InDesign CS5
- Adobe Photoshop CS6
- ABBYY Fine Reader 9.0
- Passolo Translator 2009/2011
- Solid PDF Converter
- Electronic dictionary Lingvo