## Résumé

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Upon request

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Languages: Czech – native, primary target

English – fluent written and spoken, source

Polish – fluent spoken

## Fields of translation expertise:

- pharmacology, biochemistry, medical instruments, IVD tests, ICF

technology, IT

#### **Selected jobs:**

- MEDICINE: clinical in-vitro tests, 300,000 words (DiaSorin), medical recording system user's manual for Bard, 130 pages, informed consents, medical studies, IFUs, medical device manuals, medical product brochures/manuals (heart valves, catheters etc.), surgical procedures, laboratory procedures, package leaflets, clinical trial protocols, IVD tests, ICF, biochemistry texts, patients' questionnaires/informed consents, patient information sheets, psychometric instruments and assessment scales (depression, quality of life, visual analogue scales) and similar texts. I estimate I translate around 300,000 words every year in the medical field.
- translation of manufacturing processes, sampling plans, control methods, drug leaflets, EU Directives, technology agreements for Walmark Pharmaceutical Division (www.walmark.cz), approx. 250 pages
- SOFTWARE: software localization of AU400, 640, 2700, 5400 Chemistry analyzers for Olympus Diagnostica, over 250,000 words (software+manuals), localization of DivX Player and FtpX client, EIM software manual for IBM, 50 p. (XML)
- SOCIOLOGY: sociology texts (need analysis, case studies, summaries) and EU environmental projects for a university, 150 p., emergency procedures (40 p.)
- ELECTRONICS: projector 2100, 3300, 4100MP user's manual, 80 p. (HTML files) for Dell, TV user's manuals, 27 p., digital camera manuals, 80 p., wiring diagrams and component lists for Wilco AG
- AUTOMOTIVE manuals, tests for Opel, 70 p., Ford, 300 p., paint manufacturing, 30 p.
- terms and conditions for Sony Ericsson, Code of Ethics for Tech Data, 30 p.
- birthday certificates, diploma work summaries and various contracts

#### Job experience:

- full time freelance translator since 1999
- 1998-99 translator and interpreter for SCEAV (www.sceav.cz)
- 1992-1998 part-time English teacher

#### **Education**:

- Czech and English Philology, MA, Philosophical Faculty, Palacky University (www.upol.cz), 1992-1999
- University courses focused on translating

# **Equipment**:

- SDL Trados Studio 2019, Alchemy Catalyst 6, SDL Passolo 2016, MS Office 2019, FineReader, dictionaries Millennium 6, Lingea Lexicon 2002 and printed dictionaries

### Daily capacity:

- Translation: 1,500-1,800 words, proofreading 10,000 words/day
- See my calendar on Proz (http://www.proz.com/profile/19044) for availability

I am available every day from 9am to 7pm CEST (GMT+2), Monday to Friday, on my e-mail, mobile or Skype. I usually answer any queries instantly.