

**Full name:** Wojciech Krawczyk



**Education:** 2005 Doctoral Degree in Applied Linguistics, Adam Mickiewicz University, Poznan, Poland;

2000 Master of Arts in Spanish Philology, Adam Mickiewicz University, Poznan;

1999 Master of Arts in English Philology, Adam Mickiewicz University, Poznan.

**Major professional experience:** since 1998: English and Spanish freelance translator and interpreter at [DIALEKT Translations](#);

2006–2008: Associate Professor at the Faculty of Applied Linguistics, Warsaw University;

2007 (May): interpreter during lectures on immunology in Seoul, South Korea;

2006 (Jan.): interpreter at a Bible conference in Vancouver, Canada;

2003 (Apr.): interpreter at a Bible conference in Torreón, Mexico;

2002–2005: teacher of Spanish at Adam Mickiewicz University in Poznan, Poland;

2002–2005: English–Polish translator and interpreter for Bank Handlowy (member of the Citigroup);

2001 (Sep.): interpreter during a study visit of cooperative bank employees in India (Delhi, Bangalore, and Mumbai);

2001 (June): training for cooperative banks in Rabobank;

2000–2005: English–Polish translator and interpreter for Orkla Foods;

2000: translator of English and Spanish for the Circuit Prosecutor's Office in Poznań, Organized Crime Department;

2000: a license of a Sworn Translator and Interpreter of English and Spanish granted by the President of the District Court in Katowice, Poland;

1999 (Nov.): interpreter during a training course for cooperative bank employees organized in Madrid by the Caja Rural and the Agrolinia 2000 Foundation;

1998–2003: translator (English and Spanish) of technical, economic and legal texts at Business Service Translation Bureau;

1996–1999 teacher of English in the Felberg British & American English School in Poznan;

1994–1997 teacher of English in Poznan preschools.

**Publications:** Translation from Spanish into Polish:

Savater, F., *Mój słownik filozoficzny (Philosophical Dictionary)*, Wydawnictwo AXIS, Poznan 2003 (ISBN 83–912572–6–6).

<b>Publications (contd.):</b>	Translation from Polish into English:
	Lipoński, W., World Sports Encyclopedia, Oficyna Wydawnicza ATENA, Poznan 2003 (ISBN 83-85414-77-0).
	Translation from English into French:
	Translation project manager: Lipoński, W., L'Encyclopédie des sports, Éditions Gründ, Paris 2005 (ISBN 2-7000-1227-5).
	Proofreading, correcting and editing the Polish text
	Wojciechowski, K. and P.K. Wojciechowski, Ręce i mózg w ewolucji i życiu człowieka (Hands and Brain in Human Life and Evolution), GRAFIKON-DRUK, Poznan 2014 (ISBN 83-60272-16-6).
<b>Author:</b>	
	Krawczyk, W., "La formación de la actitud de ser abierto a otras culturas en la clase de la lengua extranjera en Polonia (Formation of Cultural Openness During Foreign Language Classes in Poland)" in Wilk-Racińska, Jacek Leszczyna (eds.), <i>Encuentros, Vol. 1, Encuentros de lingüística, traducción y enseñanza de la lengua española</i> , WW Oficyna Wydawnicza, Katowice 2008 (ISBN 978-83-60743-10-2).
	Sawala, K., Krawczyk, W., Bednarski J., "Wielkie fiesty europy. Przewodnik etnoturystyczny po słynnych, tradycyjnych swietach w Europie (Great Fiestas of Europe, An Ethnotourist's Guide)", Oficyna Wydawnicza ATENA, Poznan 2005 (ISBN 83-87422-00-2).
	Nkollo, M., Krawczyk, W., "Thomas D. Cravens, <i>Comparative Historical Dialectology: Italo-Romance clues to Ibero-Romance sound change</i> . E.F. Koerner (general ed.), Amsterdam Studies in the theory and history of linguistic science, Series IV, Current Issues in Linguistic Theory, vol. 231. Amsterdam - Philadelphia: John Benjamins Publishing Company, 2002. xi + 163 pp.", Bulletin de la Société Polonaise de Linguistique, fasc. LXI, 2005, ISSN 0032-3802.
<b>Fields of expertise in translation and interpreting:</b>	Economics, commerce, law: accountancy, contracts, notarial deeds, real estate, banking, legal regulations, legal opinions, European legislation.
	IT: management and information systems in banks and large enterprises, risk management systems, CRM systems, data protection.
	Other: user manuals for household appliances and high-tech devices, language teaching, psychology, intercultural training, music, philosophy, advertising, sports, general science, and literary texts.
<b>CAT literacy:</b>	SDL Trados Studio 2019, Deja Vu X2, TransitNXT, MemoQ, Across
<b>Other:</b>	Sworn Translator and Interpreter of English and Spanish (license no. TP/639/05).

**Full name:** Arletta Róžańska



**Education:** 1995 Master of Arts in French Philology, Adam Mickiewicz University, Poznan, Poland  
2007 Course in “Psycho–sociological competences in LAG. Team building, conflicts and negotiations, decision–making and planning”  
2009 Course in “Management in Non–Governmental Organizations” held by the WSB Schools of Banking in Poznań (Poland) and the SIC! Social Innovation Center  
2015 Introduction to psychology, Coursera, University of Toronto, Canada  
2018 Social Psychology, Coursera, Wesleyan University (verify [here](#))

**Major professional experience:** since 1995: French translator and interpreter  
since 1998: French freelance translator and interpreter at [DIALEKT Translations](#);  
since 2005: English freelance translator

2006 (May): edition of the Integrated Strategy for Rural Development 2006–2013, for a local Action Group;

2006–2007: editor–in–chief of the newsletter published by an NGO seated in Lubowo, Poland;

2005–2007: member of the Managing Board of an NGO in Poland;

2001–2011: regular cooperation with food industry companies in the development, implementation, and improvement of the operating management systems;

1995–1999: translator, Marketing Director and interpreter at a Polish and Belgian joint venture.

**Publications:** W. Lipoński, L'Encyclopédie des sports, Éditions Gründ, Paris 2005 (ISBN 2–7000–1227–5) – *chief translator, translation from English into French, assistant editor.*

K. Sawala, W. Krawczyk, J. Bednarski, "Wielkie fiesty Europy. Przewodnik etnoturystyczny (Great Fiestas of Europe. An Ethnotourist's Guide)", Oficyna Wydawnicza ATENA, Poznan 2005 (ISBN 83-87422-00-2) – *edition of the text written by W. Krawczyk and research of French-speaking countries.*

F. Savater, "Mój słownik filozoficzny (Philosophical Dictionary)", Wydawnictwo AXIS, Poznan 2003 (ISBN 83-912572-6-6) – *edition of the text translated by W. Krawczyk.*

Wojciechowski, K and P.K. Wojciechowski, Ręce i mózg w ewolucji i życiu człowieka (Hands and Brain in Human Life and Evolution), GRAFIKON-DRUK, Poznań 2014 (ISBN 83-60272-16-6) – *desktop publishing and make-up for print.*

**Fields of expertise in translation and interpreting:**

Economics, commerce, law: accountancy, contracts, notarial deeds, banking, legal regulations, legal opinions, European legislation.

Technical: malting and brewery, quality, safety, and environment management systems – ISO 9001: 2000, HCCP, and ISO 14000 and 18000, user manuals for industrial hardware, heat engineering, building industry.

Other: European programs, psychology, philosophy, advertising, sports, literary texts, gardening, cynology.

**CAT literacy:** SDL Trados Studio 2019, Deja Vu X2, TransitNXT, MemoQ, Across

**Other:** Sworn Translator and Interpreter of French (license no. TP/627/05).

Training course in PROW (Rural Development Program) 2007-2013.

Manager of a LEADER+ Pilot Program project.

## OUR SELECTED PORTFOLIO

Client	Subject
American corporation that designs, manufactures and markets industry-leading systems for the poultry, hog, egg production, and grain industries	Systems for poultry, hog and egg production. Systems for grain storage, handling and conditioning. Website localization.
Canadian provider of innovative enterprise-wide financial risk management software.	Risk management system for a very large Polish bank.
Polish branch of a large international bank.	Interpreting during meetings and presentations on banking and finance.
Polish manufacturing plant belonging to a Spanish group operating in Europe.	Localization of the production line IT system. Finance and accounting texts. User manuals for manufacturing installations.
Polish Police, Public Prosecutors and Courts of Law	Translation of legal documents. Interpreting during hearings and trials.
Polish provider of real estate surveying and construction services.	Real estate valuations and analyses.
Polish-German dealer of industrial installations and systems.	Quotations for industrial bagging, palletizing and wrapping lines.
Various international translation service providers.	Selected technology offers and selected news from Community Research and Development Information Service. User manuals for various appliances and systems. EULAs. Legal and business documents. Website localizations.
Various Polish food industry manufacturers.	Interpreting during Supervisory Board meetings and General Assembly meetings. Translation of business documents. OHSAS, HCCP and ISO audits. Quality assurance documentation.
Spanish manufacturer of construction formwork, boarding and scaffolding systems.	Technical specifications, user manuals, QA certificates, website localization, invoicing system localization.