

Katarzyna Gawor

Freelance translator and interpreter



Language pairs

English <> Polish
Arabic > Polish Arabic > English

CAT Tools

Deja Vu X2, MemoQ, SDL TRADOS

Professional work experience

<u>mLingua Translation Agency</u>	<u>Translation & Project Management Internship</u>
2014	Translation, revision and proofreading (English <> Polish). Translation project management. Translation quality control. Work with OCR software and operation of the server-based CAT system (Déjà Vu X2TeamServer). Recruitment of translators and proofreaders.

<u>Freelancer</u>	<u>Freelance translator</u>
2010 – to date	Fields of expertise: technical, business, military, nutrition, sports and fitness, art and literature,

<u>INGLOT:</u>	<u>Translator and interpreter for a chain of Inglot stores in Dubai, UAE</u>
2007	Translating orders and invoices for the Polish supplier and Indian brand management (Polish-English, English-Polish). Translating brochures and promotional materials. Training of the staff.

<u>Ministry of National Defence (Poland):</u>	<u>Arabic language translator and interpreter in a military base, Iraq</u>
2006	Translation (Arabic-Polish-English) of written documents concerning military issues, coordination and joint planning with civilian agencies, contracts for advertised biddings etc. Interpretation (Polish-English-Arabic) of meetings between the Multinational Division soldiers and Iraqi military and police forces, medical care treatments etc.

Education and training

<u>Déjà Vu Advanced Course, DVAC</u>	<u>mLingua Translation Agency, Poznań, Poland</u>
2014	Internationally recognised certificate confirming advanced knowledge of the Déjà Vu X2 software.

<u>Diploma in Arabic Language:</u>	<u>Arabic Language Institute (Ma'ahad al-lugha al-arabiyya li ghair an-natiqeen beha), Damascus, Syria</u>
2003-2004	Completion of the advanced course of the highest level in the Arabic Language Institute, including mastering Arabic language and literature, both classical and modern, followed by a final exam.

<u>Master of Oriental Studies (Arabic Philology):</u>	<u>Uniwersytet Jagiellonski (Jagiellonian University), Krakow, Poland</u>
1999-2005	Within the university courses were included, among others: course of

classical and literal Arabic language together with chosen modern dialects (such as: Syrian, Egyptian, Moroccan), English language (supreme level), Latin and German (intermediate). Other courses: translation and interpretation; history, literature, culture and political issues concerning Muslim countries; subjects regarding domain of linguistics and literature in general.

Languages

Polish:	mother tongue
English:	proficient
Arabic:	proficient
German:	intermediate
Turkish:	beginner

Other skills and competencies

Computer skills

- Competent with CAT tools (Déjà Vu X2, MemoQ, SDL TRADOS)
- Competent with most Microsoft computers programmes: MS Office tools (Word, Excel and PowerPoint), data base tool (MS Access), HTML and Adobe PhotoShop basic skills.

Organisational skills

- Scrupulousness and conscientiousness
- Ability to think and work independently.

Interests

Yoga, alternative medicine (Ayurveda), motorbikes, rock climbing

Other

Driving licences A, B