



Lenka MANDRYSZOVÁ

CURRICULUM VITAE/RESUME

PERSONAL DATA:

Degree:	Mgr. (BA equivalent)
Telephone:	+ 420 604 515 814
E-mail:	lenka@czech-translation.eu
Alternative e-mail:	iona@volny.cz
Website:	www.czech-translation.eu
Skype:	lenka.mandryszova

QUALIFICATIONS AND CERTIFICATES:

January 2017	Named a sworn translator by the Regional Court in Ostrava, Czech Republic
October 2014 - June 2015	Course in dietetics in Chinese medicine , Centre of Chinese Medicine, Cracow, Poland
February 2014 - June 2014	Course in fundamentals of the Chinese medicine , TCM Institute Prague, Czech Republic
December 2012	State Examination in English/Czech and Czech/English Interpreting
September 2012 - June 2012	One-year course in Law for Translators , Faculty of Law, Masaryk University, Brno
June 2012	CIMA-A Diploma in Marketing from the Czech Institute of Marketing (Member of the European Marketing Confederation)
January 2012	Training for Oral Examiner of Cambridge ESOL Examinations - Business English, Young Learners (Oral examiner's number CB32FG)
September 2007 - June 2008	Cambridge Diploma of English Language Teaching to Adults (DELTA) - MA equivalent
June 2001	Cambridge Certificate of Proficiency in English (CEFR - C2 level - Proficient User- Mastery)
1997-1991	Faculty of Arts, Masaryk University in Brno, CZ Major in classical Latin language and literature, ancient Greek language and literature Diploma thesis: Comparing System of Participles in Latin and Greek Versions of New Testament
1993-1994	Course in Creative Writing

Faculty of Arts, Masaryk University in Brno, Czech Republic

1993-1992

Course in Translation and Interpreting

Faculty of Arts, Masaryk University in Brno, Czech Republic

EXPERIENCE:

Translations specialization:

- Pharmaceuticals, medicine, medical devices
- Linguistic validation - Patient Reported Outcomes (PRO) and Quality of Life (QoL) questionnaires - including cognitive debriefing with patients
- Linguistic validation of potential names of pharmaceuticals in the Czech market
- Business
- Law
- Marketing
- Linguistics, philosophy, history
- Nutrition, dietetics, food industry

Cognitive debriefing experience:

Patient Reported Outcomes (PRO) and Quality of Life (QoL) questionnaires tested on patients - 88 projects realized as of 3/2016

The projects include cognitive debriefing only or management of the entire process of linguistic validation (forward translation, reconciliation step, backward translation, clinician review, cognitive debriefing, post-cognitive debriefing analysis, independent proofreading, layout finalization).

Extensive experience in recruitment patients and clinicians in many areas of expertise.

Interpreting:

Clinical trial site monitoring and audits:

- Institute for Clinical and Experimental Medicine (IKEM), Prague, Czech Republic
- Na Homolce Hospital, Prague, Czech Republic

English language teaching:

Preparing students for Cambridge EFL examinations

Organizing in-house examinations for company employees

Presentations:

EFL teacher-training experience - presentations at conferences for teachers of English as a foreign language

Publishing experience:

Editor-in-chief of a bi-monthly specialized in public affairs

REFERENCES:

Cooperation with over a hundred clients in the past 13 years, the largest volumes realized for:

Global Language Solutions, USA

Alamma, Slovenia

Euroscript, Hungary/Belgium - EU materials

Eurideas, Belgium

Verztec, Singapore

Translatic, Netherlands

Global Text AB, Sweden
Mother Tongue Writers, United Kingdom
ASAP Translation, Hong Kong
TJ Taylor, Italy
Excel Translations, USA,
Krakow Cardiovascular Research Institute, Poland
RR Donnelley, USA
DW Marketing, Malta
China Localization, China/USA (press releases)
LTES, Greece
Paspартu, Greece
Sanloo, Belgium
MediaMate, Germany
LangCor, Germany
Merle & Sheppard Language Consulting, Germany
Wilkens, Netherlands
imEdge, Canada
United BioSource Corporation, USA
Gallup, Hungary
PCC MoravaChem, spol. s r.o., CZ
Museum of the Tesin Region, CZ
Law Office Hajduk a partneri, CZ
Vitakraft Chovex, CZ

Patient outcome research - PRO and QoL questionnaires (56 projects as of 8/2015)

Preference Pro, U.S.A.
Health Research Associates, U.S.A.
MAPI, Lyon, France
Transperfect
ICON Clinical Research, UK
PharmaQuest, UK
Corporate Translations, USA

SOFTWARE

Win 8, MS Office 2016, Adobe Acrobat, ABBY Fine Reader
CAT tools: Wordfast Classic and Pro, Across, SDL Trados
Studio 2015, memoQ, Memsource

PROFESSIONAL MEMBERSHIP:

American Translators Association
Certified PRO translator (English to Czech) at www.proz.com

PERSONAL PROFILE:

professional, flexible, pro-active, self-motivated

OTHER SKILLS:

Polish language:	Advanced
French language:	Intermediate
Italian language:	Intermediate
Spanish language:	Basic