**OLGA BATOVA**

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GULF BREEZE, FL 32563
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**Objective**

Obtain a full time/part time position interpreting, translating, or editing

**Abilities**

Able to simultaneously interpret/translate from English to Russian and back

Able to proofread and edit texts in English

Attentive to details, organized and punctual
Able to manage office equipment

**Employment History**

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| **ESOL Instructor (English for Speakers of Other Languages)** |
| 06/2010 - Current | UWF  | Pensacola, FL |
| Teaching English as a second language |

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| **Court Interpreter** |
| 03/2013 - Current | Court Interpreter | Pensacola, FL |
| Interpreting in Santa Rosa, Escambia and Okaloosa courts for clients with Russian as their native language. |

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| **Interpreter and Translator** |
| 04/2008 - Current | General Council on Finance | Nashville, TN |
| Interpret on a contract basis at conferences. Translate study guides. |

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| **Missions Director** |
| 09/2007 - 08/2010 | Gulf Breeze United Methodist | Gulf Breeze, FL |
| Organized and led mission trips to Russia |

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| **Administrative Assistant** |
| 01/2004 - 08/2007 | Gulf Breeze United Methodist Church | Gulf Breeze, FL |
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| **Interpreter/Translator** |
| 09/1995 - 12/2003 | Baltic Mission Theological Seminary Tallinn, Estonia | Tallinn, Estonia |
| * Simultaneously interpreted lectures from English
* Taught the basics and challenges of translating from English into Russian as an elective
* Interpreted at the United Methodist Annual Conferences and Educational Meetings for the pastors.
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| **Translator** |
| 02/1992 - 11/1995 | Self-employed | Moscow, USSR (former) |
| Worked as a contract translator of Christian books (Moscow, Russia.) Translated and oversaw editing of the following books from English to Russian: * *Faith- Sharing* by Eddie Fox and George Morris (published)
* *Going on to Salvation* by Maxie Dunnam
* *Alive in Christ* by Maxie Dunnam
* *Living Faith*, Edited by Patrick Friday (published)
* *This is Christianity* by Maxie Dunnam (published)
* *The Gospel of Grace* by Kenneth Cain Kinghorn (published)

Wrote a book titled *The Journey From Darkness To Light* in English which was published in 1998 by the Russian Resource Press. |

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| **Interpreter** |
| 08/1992 - 08/1993 | Self-employed | Moscow, USSR (former) |
| * Interpreted for different conferences organized by Spiritual Renewal Association (Peter Deyneka Association)
* Served as one of the interpreters from English to Russian at the World Evangelism Seminar held in Lohusalu, Estonia (Dr. Eddie Fox and Dr. George Morris were the leaders and speakers)
* The Methodist Publishing House Contract translator of Sunday School Curriculum in Russian
* Translated and oversaw the editing of the curriculum including the translation of crossword puzzles, children's rhymes and songs
* Part-time tour-guide, 1990 and 1991
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**Education History**

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| **Completion Date** | **Issuing Institution** | **Location** | **Qualification** | **Course of Study** |
| 06/1986 | Vladimir State University | Russia | Bachelor's Degree | English |

**Additional Information**

* Simultaneous interpreter at the Central Conference of Northern Central Europe in Parnu, Estonia in 1996
* Community Lay Director for Baltic Emmaus Community and interpreter at the Walks to Emmaus from English to Russian (1996-1999)
* Coordinator and translator of the First Walk to Emmaus in Russia in 2008
* Interpret case studies and hearings in the Court Houses in Pensacola, Fort Walton Beach, and Milton, FL
* Translate Marriage Agreements, Birth Certificates, Divorce Certificates, High School Diplomas, and Death Certificates.
* Missions Initiative Summit, Plano, TX: April 17-18, 2008, Simultaneous interpretation of all sessions from English to Russian.
* General Conferences of UMC: April 2008, April 2012, April 2016, and February 2019. Simultaneous interpretation at the General Conference of UMC from English to Russian.

**ADDITIONAL SKILLS**

* Tour-guiding and organizing groups
* Proficient in Microsoft Word, Publisher, Shelby 2000, Excel
* Type 45 wpm in English and in Russian

**References**:

**Boris Sylversteyn**

Interpreter/Translator
self-employed
Venice, FL

bsilversteyn@comcast.net
Business reference known for 9 year(s).

**Ellen Hunley**

Former English Instructor
UWF
(850) 304-4798
elhun@me.com

Colleague reference known for 7 year(s).

**Annice Webb**

Retired Educator

(850) 982-7899

webbabw@bellsouth.net

Personal Reference known for 29 years