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| Personal Data |
|  | Name:Address:Telephone mobile:E-Mail:Skype:Date of birth:Family status:Nationality: | Marta **BALOGH** Népszínház u. 27.I/8, 1081 Budapest, Hungary +36 70 2976869marta.balogh@gmx.ch, marta.balogh7@gmail.commarta6591113th July 1956divorced, two adult childrenSwiss+ Hungarian |  |

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| Education |
| 1974 | High-school graduation | Special high-school for languages Szeged, Hungary |  |
|  |  |  |  |
| 1977 | Diploma as foreign corresponding secretary | Foreign Trade College Budapest, HungaryFaculty: Foreign Trade Correspondence, English & German |  |

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| Languages |
|  | English | Diploma Foreign Trade College BudapestAdvanced level (written and spoken) |  |
|  |  |  |  |
|  | German | Diploma Foreign Trade College BudapestNative level (written and spoken)Swiss German native spoken knowledge |  |
|  |  |  |  |
|  | French | Good knowledge (written and spoken)Diplôm Superieur of the Hungarian National Exam Committee for Languages |  |
|  |  |  |  |
|  | Spanish | Good knowledge (written and spoken)Diploma Basico de Ministra de Educación y Cultura del Reino de España |  |
|  |  |  |  |
|  | Hungarian  | Mother tongue |  |

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| Other Qualifications |  |
| User knowledge of Microsoft Office Products:Certified intercultural interpreterCertified Book Editor | Word, Excel, Outlook, Power Point, TRADOS Studio 2017, MemoQ 2017,SIEBEL 6.2, 7.1 CSD, CRM ProcessesGE Healthcare database system handlingPM GURU Project Management Course |  |

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| **Domain expertise: IT strings, websites, brochures, presentations, marketing materials, product manuals, operating instructions, technical and business documents with special regard to IT and automotive fields****Translation languages: English→German, German→English, English→Hungarian, Hungarian→English, German→Hungarian, Hungarian→German**Hobbies: languages, sports, books, movies |
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| Employment History

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| since 06.2010 -02.2010-05.201020092007-20082005-2007 20042002-20042002200220011990-2000 | Fuglinszky and Partners Lawyers Office 1022 BudapestBég u. 3-5BudapestBunbury Western AustraliaGENPACT Hungary Ltd. 1138 BudapestVáci ut 178Caritas SwitzerlandKonsumenteforum kfSektion Zürich, Switzerland SRS Consulting AGZürich SwitzerlandInlingua Language School Bern SwitzerlandSchwarzfilm Ag. BernBern Switzerland | **Self-employed Translator**Preparing all sorts of translations (IT, automotive documents, Websites, business documents, tourism etc. between English-German and Hungarian)**Management Assistant**Tasks: administration, correspondence, archiving documents, organizing business trips, handling post and phone, ordering office supplies**Self-employed Translator**Preparing IT related translations; manuals, websites, IT company profiles, **Intensive English course** **Senior Process Associate**, Automotive CSD and CRM **Customer Services**, Nissan Switzerland, Nissan Germany, Nissan AustriaProviding information to customers, handling database system (Siebel 6.2, 7.1 NICE), forwarding inquiries, and complaints, via phone, fax, E-mail, and post.Process Associate GE Healthcare Customer ServicesProviding information to customers and organizing technical support to doctors and hospitals, handling database system**Certified Intercultural Interpreter****Member of the managing committeeresponsible for informatics** (volunteer)Elaboration of a complete marketing studyof different Hungarian companies (in English)**Hungarian teacher** (temporary, part time)**German teacher** (temporary, part time)**Self-employed Translator, interpreter**course in Swiss German 1 yearcourse in Spanish 5 years“brush up” course in French 1 monthECDL (European Computer Driving License)  |

 |
|  1988-1989 | SSG Software Services GmbHNymphenburgerstr. 15480634 München Germany | **Delegate of the Hungarian Software house SZKI**Preparation and execution of software export businesses of SZKI on the spotHR tasks in connection with the stay of the Hungarian specialists in GermanyMaintenance of contacts between clients, authorities and the Hungarian partners |  |
| 1985-1988 | Software house SZKI Budapest | **Head of the department software-export**Preparation and execution of contracts for work for Hungarian software specialists participating in projects in other countriesBusiness negotiations, foreign trade correspondence |  |
| 1977-1985 | METRIMPEX Foreign Trading Company for Instruments and Informatics Budapest | **Software Export Business Executive**Complete export order processing of Hungarian informatics products and services such as acquisition, wording of contracts and correspondence, invoicing and settlement of accountsOrganization and realization of participations in trade fairsOrganization and realization of business trips acting as interpreter and assistant |  |

**Marta Balogh**

**Some translation references:**

**Reference in Proz, link:** <http://www.proz.com/wwa/1290929>


[www.sdl.com/sdl-vision](http://www.sdl.com/sdl-vision)

Bianca Badarau

SDL Language Weaver Team.
**SDL Language Weaver** **|** **(t)** +40 364 310 640**|** **(m)** +074 833 9373

Jobs: sentence evaluation of machine translated sentences English, German and Hungarian

**Pro Translating USA**

Editor/proof-reader of the English-Hungarian translation of the IT system descriptions and websites

**Referee:
Agnes L. Piriou-McCarville**
**Web. Dept. Account Manager**
2850 Douglas Road
Coral Gables, Florida 33134
[Tel:305-371-7887](http://service.gmx.net/de/cgi/derefer?TYPE=3&DEST=#_blank) x319
[Apiriou@protranslating.com](http://service.gmx.net/de/cgi/g.fcgi/mail/new?CUSTOMERNO=12868057&t=de2129245860.1302073858.88eeb659&to=Apiriou@protranslating.com#_blank)
[www.protranslating.com](http://service.gmx.net/de/cgi/derefer?TYPE=3&DEST=http%3A%2F%2Fwww.protranslating.com#_blank)

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T:   +44 (0) 208 346 3564 ext 101

F:   +44(0)208 371 9926

E:   info@centurytranslations.com

W:  [www.centurytranslations.co.uk](http://www.centurytranslations.co.uk/)

**Referee:
Ardell Hu** [chienyu0213@gmail.com](http://service.gmx.net/de/cgi/g.fcgi/mail/new?CUSTOMERNO=12868057&t=de2129245860.1302073858.88eeb659&to=chienyu0213@gmail.com#_blank)
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**Head Office**, 8 Thatcham Business Village, Thatcham, Berkshire, RG19 4LW, UK
Tel: +44 (0)1635 866888
Fax: +44 (0)1635 877357

[www.prestigenetwork.com](http://www.prestigenetwork.com/)

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Translation from English to Swiss German and Hungarian: automotive manuals and product release documentation, business correspondence

Referee: Sarah Maynard sm@prestigenetwork.com

**Valuepoint Knowledgeworks Pvt. Ltd. India**

Translation from English to German and Hungarian of IT related marketing documents

strings and questionnaires.

**Referee:**

**Mahesh S Prabhakar | Asst. Operations Manager**

2 ,4th Cross ,Ex-Servicemen Colony, Banaswadi ,Bangalore 560 043|India|
M +91 98860 02658 | T +91 80 3075 2000 | F +91 80 3075 2001|
E-mailto:mahesh.sp@knowledgew.com> mahesh.sp@knowledgew.com
<http://www.knowledgew.com/>

Jobs: Translation and proofreading of IT and technical documents from English to German and Hungarian

**Mind Communications. India**

Referee:

**Vidyashankar Ramaswamaiah**

vidya.s@mind-com.com

[http://www.mind-com.com](http://www.mind-com.com/)

Phone: 9844125034, 23140165.
Jobs: Translation of IT and marketing documents from English to German and Hungarian

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| **Service provider** |
| http://cdn3.proz.com/images/icon-star-big.png positive entryhttp://www.proz.com/profile_resources/50/1290929_r4c853d782712f.jpg**Marta Balogh**  |

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| 18 Mar | http://cdn4.proz.com/images/plat_tiny_trans.gif[**TaikaTrans LLC**](http://www.proz.com/profile/1994312)BB: [TaikaTranslations LLC](http://www.proz.com/blueboard/43427)http://cdn2.proz.com/images/wikiwords/question_mark.png Avg. LWA: **4.9** (39 entries)Relationship: outsourcer | Willing to work with again: YesComment: Marta is a great translator, we rely on her services and appreciate very much her warm spirit and helpful attitude. She is truly a professional, and an excellent resource. If you are looking for a great freelancer - hire Marta! |

**Cruz Communications GmbH**
Kaiserstrasse 84/1/6
A-1070 Wien
Tel.: +43 1 971 32 93
[www.cruzcommunications.com](http://www.cruzcommunications.com/)
Skype: cruz.communications
Referent : Amra Hublic
E-Mail : amra.hublic@cruzcommunications.com
Tel. +43 (1) 971 329 3

Regular Hungarian-German translation of Website texts, Blogs, Facebook news, banners, etc. using Trados studio 2014 and 2015

WIENERS+WIENERS GmbH
An der Strusbek 12 b
22926 Ahrensburg
GERMANY

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| --- |
| Tobias Bührer |
| Telephone: | +49 4102 235-208 |
| Fax: | +49 4102 235-500 |
| E-Mail: | info@wienersundwieners.de |
| Internet: | [www.wienersundwieners.de](http://www.wienersundwieners.de/#_blank) |

Geschäftsführung: Hermann Wendelstadt, Kai-Dominik Weyel
Registergericht Ahrensburg
HRB Ahrensburg 2952
Allgemeine Geschäftsbedingungen: [http://www.wienersundwieners.de](http://www.wienersundwieners.de/)

Jobs: Translation of mainly marketing documents from English and German to Hungarian



EasyTranslate GmbH
Millerntorplatz 1 |20359 Hamburg | Deutschland
Office Park I, Top B02 | 1300 Wien | Österreich
Badenerstr. 549 | 8084 Zürich | Schweiz

Geschäftsführer: Peter Ladegaard
USt-IdNr.: DE291450182

Juli Behrendt and Dea Vogel
DACH Region Manager

+49 (0)40 30 18 75 58
jb@easytranslate.de
jb.easytranslate (Skype)

Jobs: Translation of correspondence, marketing and legal documents from German and English to Hungarian and backwards.