Address: Bila Tserkva, Kyiv region, Ukraine

E-mail: [olenashevchenko86@gmail.com](mailto:olenashevchenko86@gmail.com)

Phone: +38-050-684-88-57

Summary

Educated in Law and Biology. Experienced in writing and translating. Skilled in Word, Excel, Déjà vu. Ready to study and get new skills, which will be necessary for the job. The best topics to write and /or translate are: Travel, Foreign Cultures, Fashion and Style, Cooking, Business, Descriptions of products in different categories. Upper-Intermediate English, entry-level in Spanish.

Objectives

Interesting projects in Writing in English and/or Translating from English to Ukrainian/Russian

Education

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| --- | --- |
| Taras Shevchenko National University of Kyiv  Specialist in biology | **Kyiv**  Graduated June 2008 |

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| Academy of Municipal Administration  Specialist in Law | **Kyiv**  Graduated June 2008 |

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| Kyiv Interlingua Language School  Graduate in The Oxford English Course | **Kyiv**  Graduated April 1999 |

Employment history

Since 2008 – self employed person

Since 2014 – freelancer

Hobbies & Interests

Tourism, Business, Self Education, Psychology

Professional skills

Word, Excel, Déjà vu, Internet

Languages

Ukrainian, Russian: Native

English: Upper-Intermediate

Spanish: Beginner