

 homenet2012@gmail.com

Skype – time2translate

Saint Petersburg, Russia

Mother tongue – Russian

+7 921 382 44 36

**KAteryna zhylova**

|  |  |  |
| --- | --- | --- |
| Summary |  | Knowledgeable translator with a strong command of English and French (read/write/speak). Have more than 10 years of experience with multinational clients. Having provided both written and oral translation and interpretation services between parties.  |
| translation languages |  | English – RussianFrench – RussianUkrainian - Russian  |
| Specialization |  | IT and CommunicationsTechnical TranslationTransport Logistics and Transport Mechanisms Oil and Gas industry Marketing, TourismConference interpreting (consecutively, whispered) |
| skills |  | Interpreting, translation, terminology, work with translation software tools (Use SDL Trados 2014)Video subtitling, auditing, subtitles translation, data collection and visualization Able to work to tight deadlinesHighly skilled in Microsoft OfficeProblem solving, research, social media, time management |
| experience |  | translator, interpreter Freelance*May, 2005 - Present*•Translate a variety of written material such as correspondence, reports, legal documents, technical specifications and textbooks, maintaining the content, context and style of the original material to the greatest extent possible•Revise and correct translated material •Write articles in Russian, English, French for e-magazines and web-sitesinterpreter, guideShore Companies*May, 2007 – November, 2013*•Local guide for different groups from around the world. Individual tours. Religious, historical, architectural and other thematic tours in English, French and Russian. •Member of the World Federation of Tourist Guides Association, Cruise Guide and Interpreter Certificate•Transport or escort individuals or groups on tours of cities, waterways and industrial and other establishments, describe points of interest, answer questions and supply information, provide historical and cultural facts related to the site |
| education |  | Master`s of Languages Engligh, french, foreign literatureCrimean University of Social Sciences, YaltaSeptember, 2000 – May, 2005 |
| personal skills |  | Detail oriented, Well organizedFluent and logic, Deadline addictedAccurate, Multitasking, Excellent communication and social skills |
| certificates |  | Cruise guide, Tourism and Travel Services ManagementWorld Federation of Tourists and Guides Association, Jan. 2012IELTS Certificate, Dec. 2014  |