

## PERSONAL INFORMATION



## Evgenia Evtushenko

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## PREFERRED JOB

## Translator / Interpreter

## WORK EXPERIENCE

13/09/2011–04/12/2013

## Interpreter and translator

Translink Translation Bureau, Moscow (Russia)

<http://translink-group.com>

Actual place of work: AvtoVAZ (the largest Russian automobile manufacturing plant, located in Togliatti, Samara region).

Main responsibilities: consecutive / whispered / simultaneous interpretation at meetings, business negotiations, seminars, conferences, and in production area as well. Translation of manuals, technical / legal / commercial documents, specifications, contracts, correspondence, presentations.

04/12/2013–01/03/2017

## Translator and interpreter

Abby Language Services (currently Awatera linguistic company), Moscow (Russia)

<https://awatera.com/en/>

Translator / interpreter / editor / proofreader (working from home). Sectors: engineering, technologies, oil and gas, ecology, jurisprudence, business, trade, marketing, finance, economy, state standards, medical equipment, software and web-sites localization, tourism, aviation, etc.

Over the phone interpreting via IP-TEL, Skype, GoToMeeting, etc. Translation and interpretation orders management: contacting the customer, translation request acceptance and processing, order settlement, assignment of a translator, follow-up.

CAT tools testing and providing feedback to IT department.

01/03/2017–20/12/2018

## Self-employed translator and interpreter

Translation and interpretation for various Russian and foreign companies, as well as for private individuals.

21/12/2018–Present

## Freelance translator and interpreter

## EDUCATION AND TRAINING

01/09/2005–01/07/2011

## Specialist degree in Linguistics and Translation

Togliatty State University, Togliatty (Russia)

- English language, German language, theory and practice of translation and interpretation, native and foreign literature / history / lexicology / phonetics.

- A course of philosophy, advanced mathematics, jurisprudence.

- Occupational technique (translation / interpretation standards, techniques, methods).

- Occupational ethics (dress-code, behavior, culture-specific approach to work, etc.).

- Related sciences (computer science, cross-cultural communication, psychology).

01/10/2015–01/07/2016

**Unfinished Master degree in Translation**

Turin State University, Turin (Italy)

- Translation of poetry, fiction, songs.
- Study of audiovisual translation (translating and subtitling movies and cartoons).
- Enhanced study of phonetics, pronunciation, and articulation nuances.

**PERSONAL SKILLS**

Mother tongue(s) Russian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Italian	C2	C2	C2	C2	C2
PLIDA (level C1)					
German	B1	B1	A2	A2	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
[Common European Framework of Reference for Languages - Self-assessment grid](#)

Communication skills

- A true extrovert, I can easily find contact and interact with people of any age, profession, and outlook.
- Friendliness and empathy help me better understand people and work in team.
- Stress resistance helps me stay calm, competent, and clear-thinking in any situation.
- Presentable appearance helps me look reliable, trustworthy, and respectable.

Job-related skills

- High-quality interpretation regardless of place and conditions of work.
- Fast translation with no loss in quality.
- High adaptability to accents and dialects gained through my work experience with representatives of various countries and nationalities.
- Assiduity gained through interpretation of long meetings and conferences, as well as translation / editing / proofreading of large and urgent documents of various formats.

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Proficient user	Proficient user		Proficient user	Proficient user

[Digital skills - Self-assessment grid](#)

Other skills

- Use of CAT tools: MemoQ, MemSource, SmartCAT.
- Aligning documents to create a Translation Memory.

Driving licence

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