

CURRICULUM VITAE

PERSONAL INFORMATION

First and Last Name: Mgr. Jana Slobodová
Date of Birth: 14 January 1985
Address: Nová 15, 974 04 Banská Bystrica, Slovak Republic
Phone Number: +421 918 496 703
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EDUCATION

2004 – 2009 Faculty of Humanities, Matej Bel University, Banská Bystrica
Translation and Interpreting
English Language and Culture – French Language and Culture
Master's degree (Mgr.)
1995 – 2003 Ján Hollý Grammar School, Trnava

EMPLOYMENT HISTORY

2011 – present Freelance Translator/Interpreter – English/Slovak, French/Slovak
Translator, Proofreader, Interpreter, Transcriptionist, Voice Artist
Translation, localization, transcreation, proofreading and quality
assessment for content in the following fields: life sciences, biology,
nutrition, hygiene, law and business communication, information
technology, gastronomy, cosmetics, traveling
Translation and localization of subtitles for films and documentaries
(including time coding)
Transcription of recorded speech
Voiceover
2009 – 2010 Rádio Lumen, Banská Bystrica, Slovakia
News Presenter
Research of foreign news articles, translation of materials, recording
of prepared materials for a daily foreign news broadcast

ABILITIES AND SKILLS

Computer Skills: Microsoft Windows – advanced
Microsoft Word – advanced
Microsoft Excel – advanced
Microsoft PowerPoint – advanced
Microsoft Outlook – advanced
Adobe Acrobat Reader – advanced
Subtitle Workshop – advanced
Language Skills: Slovak – mother tongue
English – fluent in oral and written communication
French – fluent in oral and written communication
Translation Tools: Trados, Idiom, GTT, Passolo, Helium, LocStudio, memoQ,
Memsources, Translation Workspace
Personal Skills: reliable, responsible, flexible, communicative, fast learner

INTERESTS AND HOBBIES

Reading, skiing, family, painting

Banská Bystrica, 7 November 2017