

ANASTASIA SHALAPANOVA

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TRANSLATOR

Working language pair: English to Russian

Specialization: news articles, politics, social science, international relations, history

I am a native Russian speaker, fluent in English and familiar with CAT tools (smartCAT). My professional principles are creativity, passion to work and constant self-development.

Beside my specialization, I have experience in translation of subtitles (news reports, videos with entertaining content) and technical texts (shipping and maritime safety).

SKILLS

Software:

- MS Office
- Google Docs
- smartCAT
- Aegisub

Languages:

- Native Russian
- Fluent English (C1)

EDUCATION & PROFESSIONAL COURSES

Bachelor of Arts (B.A.), International Relations

Petrozavodsk State University
2013 - 2017

Course of Professionally Oriented Translation

Petrozavodsk State University
2013 - 2017

Main subjects included

- English language: practical work in oral and written language
- Specialized text translation: political discourse, diplomatic documents

WORK EXPERIENCE

Account Manager | Karelian Heritage

November 2017 - February 2018

Duties

- Delivered exceptional customer service on a day-to-day basis
- Managed and solved conflicts with clients, responded to feedbacks and reviews

Key Achievement

- Ensured a positive customer experience

English Tutor | Freelance

October 2016 - November 2017

Duties

- Worked with school children, assisted with homework and class assignments
- Developed special exercises for each student

Key Achievement

- Students achieved a higher level of academic performance after my lessons

Assistant Manager | Karelian Resource Center of NGOs

September 2016 - October 2016

Duties

- Translated correspondence and news articles for the website of the organization
- Interpreted at business meetings and international conferences

Key Achievement

- Cooperated with the organization after internship: translation and interpreting services within a framework of social and cultural projects (Joining Creativity, Three Coasts) in 2017