



JELICA RAJCIC

FRENCH / SERBIAN TRANSLATOR - INTERPRETER

I recently completed a Master's Degree in Foreign Languages, Literatures and Cultures (with a major in Serbian legal translation) from Sorbonne University, Paris. I am currently looking for a new opportunity (French to Serbian and Serbian to French).

EDUCATION

- 2017 - 2020 **SORBONNE UNIVERSITY (PARIS)**
Master's Degree in Foreign Languages, Literatures and Cultures
Languages: Bosnian, Croatian, Montenegrin, Serbian
Major in Serbian legal translation

Papers::
- *Serbian folklore from Kosovo and Metochia: the scenic sublimation of life and customs.*
- *Partial translation of a Serbian legal lexicon.*
- 2013 - 2016 **SORBONNE UNIVERSITY (PARIS)**
Bachelor's Degree in Applied Foreign Languages
Languages: Serbian and Italian
- 2013 **HIGH SCHOOL "CLAUDE MONET" (PARIS)**
High School diploma, scientific option
- 2002 - 2010 **SERBIAN SCHOOL (PARIS)**
Weekly classes

EXTRA PROFESSIONAL EXPERIENCES

- 2004 - Actual **"IZVOR" - SERBIAN CULTURAL ASSOCIATION OF TRADITIONAL SONGS AND DANCES (PARIS)**
 - Dancer
 - Dance teacher for kids: lead rehearsals
 - Costume designer: source, buy and handle +200 costumes
 - Artistic direction: create choreographies, lead adult rehearsals, organize shows and tours
 - Participant in a traditional singing seminar at the Serbian Cultural Center (2018)

Management skills, Organization skills, Financial planning, Creativity

OTHER SKILLS

- 2021 **L'ÉCOLE FRANÇAISE (PARIS)**
Interior Design Certification

PROFESSIONAL EXPERIENCES

- 2021 - Current **FREELANCE ACTIVITY (PARIS) TRANSLATOR**
 - French to Serbian and Serbian to French

Rigor, Curiosity
- 2017 - 2021 **LIDL (PARIS) MULTI-SKILLED STORE WORKER (PERMANENT)**
 - Boost employer brand: Lidl brand ambassador (2020-2021)
 - Manage Special sales department (2019-2020) (~ 14% of the store's total sales)
 - Manage Fresh food department (~ 9% of the store's total sales) (2017-2019)

Sense of responsibility, Ambition, Communication
- 2017 - 2018 **YOOPALA (PARIS) BABYSITTER (TEMPORARY)**
Patience, Adaptability
- 2017 **PRIMARY SCHOOL S. NEMANJA (BELGRADE) FRENCH LANGUAGE ASSISTANT (INTERNSHIP)**
Pedagogy
- 2016 **LIDL (PARIS) DISTRICT MANAGER ASSISTANT (INTERNSHIP)**
 - Support sales managers
 - Manage a team with them
 - Ensure customer satisfaction

Teamwork, Relationship skills
- 2013 - 2016 **LIDL (PARIS) MULTI-SKILLED STORE WORKER (STUDENT JOB)**
 - Manage Fresh food department: inventory and stock management (2015-2017)
 - Manage Bakery department: stock management (2014-2015)
 - Performed all checkout procedures quickly and accurately (2013-2014)

Numeracy skills, Attention to Detail, Customer Service