
Эльвира Муртазина
Elvira Murtazina

11, rue de Pommard, 75012 Paris
Tel : +33 9.51.88.06.83
Mob : +33 6.33.38.92.70
e-mail : elvira.murtazina@laposte.net
traductionfrancaisrusse-paris.com



SIRET 537 998 809 00017

PROFESSIONAL EXPERIENCE in France

2011 - till now Free lance translator EIRL Murtazina in Paris, France
18 projects (aesthetic surgery, mode, technical translation, contracts, tourism, gastronomy, museum and monuments)

PROFESSIONAL EXPERIENCE in Russia

2004 - 2011 Free lance translator and certified translator in Ufa, Russia (more than 130 projects in different branches)

2008 - 2010 Project Manager of the Ufa branch of Danish company Schau mann Properties A/S

- Development of the investment project in the field of wood processing and Small Housing

- Reporting to headquarters in Berlin and Copenhagen and implementing Management's decisions in the Russian Federation, Bashkortostan, negotiations with officials of ministries and businessmen

- Translating and editing of project documentation, business plans, technical documentation, market researches, reports etc.

2005 - 2007 Interpreter of the company "Harry's SNG" in Ufa – Russia (one of the leaders in Russian in the field of prepacked bakery products)

- Translation of documentation concerning the production technology of different bakery products, culinary recipes

- Translation during the installation of production lines and during the training of machine-men 2003 - 2004

2003-2005 **Technical translator of Sercel company (France) in Novy Urengoi - Russia (One of the world leaders of geophysical equipment)**

•**Translation during the starting-up and adjustment works of seismic vibrators on the base of Urengoi Seismic Expedition of “Bashneftgeophysica”, during the training of operators**

•**Translation of contracts and technical documentation (mechanics, electricity, automatic equipment, geophysics)**

Other jobs from 1992 to 2003:

Director assistant, Travel Agent, Professor of French on the chair of French at Bashkir State University, Professor of English in the Children’s Center of Development, Marketing Manager

EDUCATION:

1987-1992 **Bashkir State University, Faculty of Foreign Languages**
The diploma of the philologist, teacher of the French, English languages

TRAINING PROGRAMS :

10.1999 **Didactic and scientific center « Lingva » in Bashkir State University (Russia), « Early learning of foreign languages»**

08.1990 **Languages studying center , Avignon, France**

2002-2003 **The Aviation State Technical University, The President management training initiative program “Marketing management”**

06.2004 **Training on marketing in Academy of Economics (Wirtschaftsakademie, Kiel , Germany)**