



## Europass Curriculum Vitae



### Personal information

Surname(s) / First name(s) **KOSTOVA, Emiliya Todorova**  
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Nationality Belgian  
Date of birth 17/10/1957  
Gender Female

### Desired employment / Occupational field

#### Work experience

Dates 2021 - 2005  
Occupation or position held **Freelance Translator and Interpreter (Belgium)**  
Main activities and responsibilities **Sworn Translator and Interpreter by:**  
Name and address of employer The Embassy of the Republic of Bulgaria in Brussels  
<http://www.bulgaria.be>  
The Courts of First Instance in:  
Brussels, Charleroi, Dinant, Marche en Famenne, Mons, Namur, Neufchâteau, Nivelles,  
Tournai, Verviers (Belgium)  
The Supreme Court of Justice of the Great Dukedom of Luxembourg  
French ↔ Bulgarian  
**General and specialized translations. Main topics: Law, Government, European Affairs, Public Sector, Scientific, Pharmaceutical, Technical and Business Documentation, Norms and Standards, Technical Guides and Manuals**  
French ↔ Bulgarian, English → Bulgarian, English → French, Italian → Bulgarian, Italian → French  
Russian → French  
**Consecutive, simultaneous and liaison interpretation:**  
French ↔ Bulgarian  
Type of business or sector Translation and Interpretation

Dates	2004 - 1998
Occupation or position held	Translator and Interpreter in proper Translation Bureau "Lessico – Emiliya Kostova", Sofia, Bulgaria
Main activities and responsibilities	Translator and Interpreter – Expert by the Civil Court of Sofia, Bulgaria: French ↔ Bulgarian
Type of business or sector	Sworn Translator and Interpreter by the Ministry of Foreign Affairs of Bulgaria: French ↔ Bulgarian, English → Bulgarian, English → French, Italian → Bulgarian, Italian → French Translation and Interpretation
Dates	1997 - 1995
Occupation or position held	Translator
Main activities and responsibilities	Translation and interpretation for the foreign associate; secretary
Name and address of employer	L.C.S. S.A., bd. Brussels 1, Sofia, Bulgaria
Type of business or sector	Catering
Dates	1995 – 1994
Occupation or position held	Person responsible for the French sector in the Department of International Relations
Main activities and responsibilities	Coordination of activities between European universities, contacts with Embassies and foreign Missions
Name and address of employer	Sofia University "St. Kliment Ohridski", Bulgaria
Type of business or sector	Higher Studies
Dates	1994 – 1991
Occupation or position held	Freelance Translator and Interpreter, Sofia, Bulgaria
Main activities and responsibilities	Sworn Translator and Interpreter by the Ministry of Foreign Affairs of Bulgaria:
Name and address of employer	French ↔ Bulgarian, English → Bulgarian, English → French, Italian → Bulgarian, Italian → French Translation of documents subject to legalization, any kind of general and specialized translations; Interpretation
Type of business or sector	Translation and Interpretation
Dates	1991 – 1978
Occupation or position held	Translator
Main activities and responsibilities	Translation of articles in the field of electronics, informatics and information technology
Name and address of employer	Central Institute of Computing technics and Technologies, Sofia, Bulgaria Bd. Tsarigradsko Chaussee 7 <sup>th</sup> km
Type of business or sector	Informatics, computing technics

### Education and training

Dates	2013
Title of qualification awarded	University Diploma
Principal subjects/occupational skills covered	Legal Translator and Interpreter
Name and type of organisation providing education and training	E.S.I.T. – Université Sorbonne Nouvelle Paris 3, France
Dates	2012
Title of qualification awarded	Attestation
Principal subjects/occupational skills covered	Course of Russian Language 2 <sup>nd</sup> level
Name and type of organisation providing education and training	Facultés universitaires Notre-Dame de la Paix, Namur, Belgique

Dates	2011
Title of qualification awarded	Certificate
Principal subjects/occupational skills covered	Course of Translation Technology: Software Localisation Web sites and Games Localization
Name and type of organisation providing education and training	Imperial College London South Kensington Campus, London SW7 2AZ
Dates	2010
Title of qualification awarded	Certificate
Principal subjects/occupational skills covered	Italian Language – UF6P – Intermediate level, improvement program
Name and type of organisation providing education and training	Institute of education for social promotion of Namur, French-speaking Community of Belgium
Level in national or international classification	Educational Unit approved by the Government under code N°: 730525U21D1
Dates	2009
Title of qualification awarded	Certificate Horizon French Justice
Principal subjects/occupational skills covered	Continuous training for professional translators and interpreters - legal experts, presenting a complete panorama of the French justice system, keys to comprehension of the functioning of the legal institutions beginning by the protagonists' language in justice.
Name and type of organisation providing education and training	French national Translators' Association. Agreement: Educational body N° 11751877375
Dates	2007
Title of qualification awarded	Certificate of integrated examination in Italian
Principal subjects/occupational skills covered	Written work and oral defence before a board of examiners
Name and type of organisation providing education and training	Institute of education for social promotion of Namur, French-speaking Community of Belgium
Level in national or international classification	Educational Unit approved by the Government under code N°: 730525U21D1
Dates	2007
Title of qualification awarded	Principles of Management Certificate
Principal subjects/occupational skills covered	Trade, Law, Bookkeeping, Bookkeeping software
Name and type of organisation providing education and training	Institute of education for social promotion of Namur, French-speaking Community of Belgium
Level in national or international classification	Educational Unit approved by the Government under code N°: 715601U22D2
Dates	2007
Title of qualification awarded	Certificates
Principal subjects/occupational skills covered	4 courses: Excel, Access, PowerPoint, Data Base Management
Name and type of organisation providing education and training	Forem Formation, Floreffe, Belgium
Level in national or international classification	ISO 9001, N° 97024

Dates	2006 – 2005
Title of qualification awarded	Certificate of Dutch, basic level
Principal subjects/occupational skills covered	Grammar and lexis
Name and type of organisation providing education and training	Institute of education for social promotion of Namur, French-speaking Community of Belgium
Level in national or international classification	Educational Unit approved by the Government under code N°: 73 01 10 S 10 D1
Dates	1993 – 1987
Title of qualification awarded	Diploma of higher education in French Philology
Principal subjects/occupational skills covered	Phonetics and Phonology, Morphology, Syntax, Historical Grammar of French, Stylistics, History of French Literature, Introduction to Linguistics, History of French Civilization, Introduction to Theory and Practice of Translation, French, Latin, Russian.
Name and type of organisation providing education and training	Sofia University “St. Kliment Ohridski”, Bulgaria
Level in national or international classification	Master
Dates	1991 – 1989
Title of qualification awarded	Additional Qualification Certificate in Principles of Diplomacy
Principal subjects/occupational skills covered	International Relations Theory and History, Ideology and Politics, Rhetoric, Diplomatic and Consular Law, International Public Law
Name and type of organisation providing education and training	Sofia University “St. Kliment Ohridski”, Bulgaria
Level in national or international classification	International Relations Specialist
Dates	1978 - 1976
Title of qualification awarded	Diploma of College Education completed in Scientific Information
Principal subjects/occupational skills covered	Librarian and bibliographic processing of informational stock, History and organization of the work in a scientific library, Theory and methodology of the scientific information, Technical devices in the field of scientific information, General and special bibliography, Polygraphy, Scientific Translation, French, English, Russian
Name and type of organisation providing education and training	Librarians' Institute, Sofia, Bulgaria
Level in national or international classification	Information Specialist/Librarian
Dates	1976 – 1971
Title of qualification awarded	Diploma of Secondary Education completed
Principal subjects/occupational skills covered	General education, French, Russian
Name and type of organisation providing education and training	IX <sup>th</sup> French Secondary School, Sofia, Bulgaria
Level in national or international classification	Secondary Education

**Personal skills and competences**

Mother tongue(s) Bulgarian, French  
 Other language(s) French, English, Italian, Russian  
 Self-assessment

European level (*)	Understanding				Speaking				Writing	
	Listening		Reading		Spoken interaction		Spoken production			
French	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
Italian	B1	Proficient user	C1	Proficient user	A2	Basic user	A2	Basic user	B1	Independent user
English	B1	Independent user	C2	Proficient user	A2	Basic user	A2	Basic user	B1	Independent user
Russian	B1	Independent user	B1	Independent user	A2	Basic user	A2	Basic user	B1	Independent user

(\*) Common European Framework of Reference for Languages

Social skills and competences Working in a team  
 Rapid adaptation in a multicultural environment  
 Good communication skills  
 (professional context, associative life, international travels, multicultural family)

Organisational skills and competences Work planning  
 (long experience as a freelance, working with clients)

Computer skills and competences Good command of MSOffice 2019, Open Office, Adobe Acrobat Standard 2017, ABBYY FineReader 9.0, CAT tools (Trados Studio 2017), many other word, sound and image processing programs (long professional experience as a translator, special interest in computers and informatics, continuous education, keeping abreast of new trends in this field).

Driving Licence Driving Licence B

**Additional information** VAT N°: BE 0891 256 388  
 VTI: 2278183