

## CURRICULUM VITAE

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### PROFESSIONAL EXPERIENCE

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| 2016.02- | <b>Beelingwa, Brussels, Belgium</b><br><i>translator</i><br><i>Technical and legal translation</i>                     |
| 2016.01- | <b>Kolibri Kommunikation, Hamburg, Germany</b><br><i>translator</i><br><i>Technical and legal translation</i>          |
| 2014.02- | <b>Bireta Professional Translations, Warsaw</b><br><i>translator</i><br><i>Technical translations – power industry</i> |
| 2013.06- | <b>GETIT, Warsaw</b><br><i>Translator, proofreader, post-editor</i><br><i>Technical translations – power industry</i>  |
| 2013.05- | <b>Empowerlingua, London, UK</b><br><i>translator</i><br><i>Legal translations</i>                                     |
| 2013.01- | <b>USTRanslation, USA</b><br><i>translator</i><br><i>Legal translations</i>  |
| 2013.01- | <b>LingoStar, Vancouver, Canada</b><br><i>translator</i><br><i>Legal translations</i>                                  |
| 2012.08- | <b>TopTranslation, Germany</b><br><i>translator</i><br><i>Technical, IT and legal translations</i>                     |
| 2011.06- | <b>Dussault Translation, Canada</b><br><i>translator</i><br><i>Technical translations</i>                              |
| 2011.02- | <b>InfoMarex, Ireland</b><br><i>translator</i><br><i>travel guides</i>   |
| 2011.02- | <b>PILCROW Translations and DTP</b><br><i>owner</i>  |
| 2010.12- | <b>pwn.pl Translation Centre</b><br><i>translator</i><br><i>technical translations, CAD</i>                            |
| 2010.10- | <b>Silesian Guitar Autumn Festival</b><br><i>Interpreter, guide, tour guide</i>  |
| 2010.09- | <b>T&amp;I, Giżycko</b><br><i>translator</i><br><i>Legal translations</i>  |

2010.06- **The Translation Studies Center, Sosnowiec**  
*Lecturer*  
*DTP in translations*

2010.06- **Fabryka Tłumaczeń, Wrocław**  
*DTP, translator*

2009.02- **Seco Translations, Katowice**  
*Translator, interpreter, editor*  
*Legal, technical, medical and general translations*

2008.09- **Agencja MAart, Warsaw**  
*Translator, interpreter*  
*Metallurgic industry*

2008.09- **ATP Publishing, Lublin**  
*Translator*  
*IT*

2008.05- **British-Classic-Cars Spezialist**  
*Translator*  
*Commercial correspondence and documentation*

2008.04- **Europejskie Centrum Doradztwa i Dokumentacji  
Podatkowej**  
*Translator*  
*Tender documentation*

2007.12- **Infotechnology, Warsaw**  
*Translator*  
*Software localization*

2007.12- **SDL Poland**  
*Translator*  
*Motorization*

2007.10 - **Lidex**  
*Translator*  
*User manuals, commercial contracts, audit documentation*

2007.08 - **Ofszet Hungaria, Ltd., Hungary**  
*Translator*  
*Motorization*

2007.08 - **Anglokom, Katowice**  
*Translator*  
*Welding*

2007.07 - **Marketing Protection, Tychy**  
*Translator*  
*Tender documentation*

2007.07 - **AT, Warsaw**  
*Translator*  
*Company correspondence*

2007.07 - **Spekom, Katowice**  
*Translator*  
*Documentation - measuring apparatus*

2007.06 - **Lingo, Bielsko-Biała**  
*Translator*  
*Motorization*

2007.04 - **Specbruk, Libiąż**  
*Translator*  
*Construction industry*

2007.03 - **BTInfo, Warsaw**  
*Translator*  
*IT, telecommunications*

2007.03 - **Etic, Cracow**  
*Translator*  
*Medical systems*

2007.03 - **Idiomas, Szczecin**  
*Translator, DTP services*  
*Transportation and shipping, financial reports, legal, medical, technical translations*

2007.03 - **PolPan, Warsaw**  
*Translator*  
*Telecommunications, software localization*

2007.01 - **Tachospeed, Tychy**  
*Translator*  
*Website, software manuals*

2006.11 - **Media Business Solutions, Warsaw**  
*Translator*  
*Technical documentation, software manuals, tender documentation*

2006.10 - 2007.12 **Media Connections, Warsaw**  
*Translator*  
*World of Cars catalogue*

2006.09- **Akademia Językowa Open School, Tychy**  
*Teacher, translator*

2006.08- **Studio Gambit, Gdańsk**  
*Translator*  
*software localization*

2006.08-2007.02 **INTEGRA, Gliwice**  
*Translator*  
*Manuals, technical documentation: construction, ceramics, machinery, software localization*

2006.08- **WLST Sp. z o.o., Śrem**  
*Translator*  
*Trade documentation, technical documents*

2006.08-2007.02 **Medloc, Warsaw**  
*Translator*  
*Medical apparatuses technical documentation*

2006.07 - **Word, Tarnobrzeg**  
*Translator*  
*manuals, software localization, help files, contracts, economy*

2006.06 - **To! Dobra Intelktualne, Cracow**  
*Translator*  
*Software localization, law texts, technical documentation*

- 2005.09 - 2006.07 **Kulinaria S.A., Tychy**  
*Junior Logistics Manager, Translator*  
*Contacts with foreign partners; ordering raw materials and preparing the shipping of products to end-users*
- 2005.08 - 2005.08 **4Fun.tv, Warsaw**  
*Training including moderation of chat services and preparation as well as translation of TV interviews*
- 2004.09 - 2006.08 **Szkoła Językowa British School, Tychy**  
*Teacher*
- 2001.09 - 2004.06 **Helen Doron Early English, Tychy**  
*Teacher*

## EDUCATION

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- 2006.10 - 2007.06 **The Translation Studies Center, Sosnowiec**  
*A one-year translation course including interpreting (simultaneous and consecutive) as well as written translation (standard and certified)*
- 2004.10 - 2005.06 **Silesian University, Katowice**  
*The Graduate School of Management*
- 2003.10 - 2005.06 **Silesian University, Katowice**  
*English Philology, linguistics*  
*MA 2005*
- 2000.10 - 2003.06 **The Teacher Training College, Tychy**  
*Methodology of English teaching*  
*BA, 2003*
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## MAIN FIELDS

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Technical translations, IT, film, manuals, radio and television, household equipment, software localization, commercial documentation, food industry, tender documentation, transport and shipping, medical equipment, automotive industry, quality assurance, maintenance procedures, HSE procedures.

Additionally I also proofread and provide DTP services related to translations.

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## INTERESTS

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Idiomatic expressions in English, cognitive linguistics, film, music, IT, Sci-Fi literature (including fantasy and cyber-punk), trekking, snowboarding

## AFFILIATION TO ORGANIZATIONS

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Member of Polish Federation of Engineering Associations of the Polish Technical Organization. Registry no. 011337

Member of Polish Society of Sworn and Specialised Translators, Reg. No. 1349

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## SKILLS

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### Languages:

- ❖ Polish (mother tongue)
- ❖ English (fluent)
- ❖ German (intermediate),
- ❖ Russian (elementary)

### Software:

- ❖ MS Windows
- ❖ MS Office
- ❖ Adobe Acrobat, Adobe Photo Shop
- ❖ Adobe InDesign
- ❖ Corel Draw Suite
- ❖ Abbyy Fine Reader
- ❖ FoxIt
- ❖ SolidPdf
- ❖ Ulead Suite

### CAT tools:

- ❖ Trados
- ❖ Wordfast
- ❖ SDLX
- ❖ MemoQ

### Other skills:

- ❖ Driving license cat. B
- ❖ Tour guide license