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| Curriculum Vitae |  | | |
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| Personal information |  | | |
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| Work experience |  | | |
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| Dates | **2000 – December 2004**  Language and DTP specialist  Translation, proofreading, DTP  Coordination and administration of people, projects and budgets  SDL Poland Sp. z o.o.  ul. Fordońska 246 85-766 Bydgoszcz Poland | | |
| Occupation or position held | **Since 2005**  advantext free-lance translator  ul. Świerkowa 19, Czarnowo  87-134 Zławieś Wielka  Poland | | |
| Type of business or sector | Translation, Interpreting, Editing/proofreading, Website localization, Software localization, Subtitling, Desktop publishing, Project management, Vendor management  **Language pair combinations**: GE>PL, EN>PL, GE>UKR, GE>RU  **Translation fields**  electronic communications networks and services, competition law, information society services, automotive , engineering, transportation, business correspondence, industry, medicine, tourism, technical documentation | | |
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| Education and training |  | | |
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| Personal skills and competences |  | | |
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| CAT Tools | Trados Studio 2009, Trados Studio 2011, Transit NXT, Logoport, Across, MemoQ | | |
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