**Monika Andrzejewska**

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PROFILE

Passion for translation and research: received 76 percent overall mark from Translation studies module for three research-based essays and 76 percent for research-based dissertation in MA Translation Theory and Practice (UCL).

Organizational skills and motivation: Maintained high-quality essays with strict deadlines, subsequently awarded diploma of achievement for academic results in 2009 by the London Sports Institute at Middlesex University, and distinction for an MA at UCL.

Specialization: Translating Medical, Scientific, General, Historical Source Documents from English into my native language Polish and from Polish into English.

EDUCATION

2017 **UCL MA in Translation Theory and Practice (distinction)**

Main modules: Language and Translation (distinction), Translation Technology (merit), Practical Translation (merit), Subtitling (merit), Translation Studies, and Dissertation (distinction).

Communication, motivation and research skills: Liaised effectively with Italian theatre director, Antonio Salines, and French translator Erik Veaux, for interviews for a research-based dissertation. Analyzed qualitative data and produced high-quality work (awarded 76 percent).

Writing skills: Delivered two 1500-word and one 3000-word essays on examples of how theory can be applied in translational practice (76 percent achieved).

2011 **MIDDLESEX UNIVERSITY BSc in Sports and Exercise Science (merit)**

Relevant modules: Human Physiology (distinction), Professional Studies (distinction), Applied Physiology and Biomechanics (merit), Functional Anatomy (distinction), Client Management and Pathology (distinction).

Translation skills: Translating the scientific papers about the ballet injuries from English into Polish as a part of Student Placement at Turczynowicz Ballet School in Warsaw.

ADDITIONAL COURSES:

2018 **Mary Ward Centre**, **Preparation for Diploma in Public Service Interpreting (Law option)**

Professional skills: Focus on preparation towards exam DPSI (law option), researching appropriate linguistic equivalents and practice of writing legal documents.

Writing creative content: Set up and maintained a closed group Facebook page for students preparing for their Diploma in Public Service Interpreting (law option) at Mary Ward Centre, facilitating communication between students in the course (<https://www.facebook.com/groups/1534543039993341/>).

PROFESSIONAL MEMBERSHIP: Career Affiliate, Charted Institute of Linguists (CIOL)

COMPUTING SKILLS: Good working knowledge of MS Word, Excel, and PowerPoint, plus basic web page design skills. Strong interest in social platforms. Good knowledge of translation technology software: SDL Trados Studio, Word-fast, Dreamweaver and WinCaps for subtitling.

LANGUAGE SKILLS: Polish, native; English, advanced knowledge; Italian, good conversational knowledge; basic Japanese and Turkish.

RELEVANT WORK EXPERIENCE

2019 – present: **Pactera: Powering Digital Platforms**

Transcription skills: Responsible for performing transcription in Polish language; delivered around 50 hours of transcribed materials using specialized code and program.

2018 **Pielecki Institute**

Translational skills: Participation in “Chronicles of Terror”, a novel project run by the Witold Pilecki Center for Totalitarian Studies; translating source documents from WWII around 200,000 characters form Polish into English (<https://www.zapisyterroru.pl/dlibra>).

Writing creative content: Set up a a closed group Facebook page to facilitate collaboration between participants of the summer school. (<https://www.facebook.com/groups/469117753529031/?ref=bookmarks>)

2016 – present: **St Luke’s Association (Polish Charity Association Stowarzyszenie Świętego Łukasza)**

Organizational and professional skills: Responsible for translating short touristic leaflets, applications for grants and audiovisual materials form Polish into English. Acting as a copywriter. Maintained deadlines for producing high quality texts.

Creative thinking: Presented recommendations for text changes to improve text quality.

**Language Is Everything** (2013-2018)**, CNWL NHS Trust** (2014-2017)**, Capita Translation** (2014-ongoing)**, Oncall Interpreters and Translators** (2016-ongoing).

Relationship-building: Through my work as an interpreter, focused on building strong relationships to facilitate positive communication between Polish and English speakers.

2008 – **Barnet Academy**

Working as a teaching assistant at Barnet Academy as a part of The London Associates Scheme; developing educational and communication skills; helping children with writing essays.

**References**

Marek Kil Ms Marta Gabrych

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for Development of Religious Culture Job position: Lecturer in Translation (Practical

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