Halyna Dema

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FREELANCE TRANSLATOR AND INTERPRETER

*Bridging the gap between society and culture.*

Freelance Translator and Interpreter with 4 years of experience in the medical and social fields. Always aiming to leverage my abilities to meet each job description. With my extensive knowledge of bothUkrainian and American cultures, I am able to provide insight into each culture.

*Key skills include:*

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| --- | --- |
| * Fluent in Ukrainian and Russian * Detail oriented and able to perform under pressure | * Additional experience in over-the-phone and video interpretation * CAT tools (Smartcat, Wordfast) * Strong customer service skills |

PROFESSIONAL EXPERIENCE

FREELANCE, *Federal Way, WA*

**INTERPRETER AND TRANSLATOR** (April 2019 – Present)

Professional on-site interpreter and translator of Ukrainian in the Greater Seattle Area. Currently working with various medical, government and private sectors through local linguistic companies on a subcontracting basis. Providing OTP and VIR services for out-of-state agencies (such as 9-1-1 Interpreters and Linguistica International, Cyracom and Stratus).

Job description includes:

* Management skills — ability to coordinate various appointments throughout the week with different agencies;
* Traveling — arriving on time by calculating the travel time between each appointment;
* Organization skills — be prepared for each appointment, having blank invoice sheets and additional tools;
* Submitting completed job invoices, weekly, to each agency.
* Abiding by the Ethical Code of Conduct and HIPPA

*Notable accomplishments:*

* After working in the medical industry, I started to look into local school districts as well, and was able to become an in-house on-call interpreter.
* From time to time, I take on various translation projects in the private sector. Currently working closely with the Ukrainian community, by providing interpretation and translation services.

EDUCATION & CREDENTIALS

**CHERNIVTSI NATIONAL UNIVERSITY**, Chernivtsi, Ukraine.

Bachelor of Philology. Field of study: Translation and Interpretation of English-Ukrainian, June 2018

**Certifications and Organizations**

Authorization to provide interpretation in a medical setting in Ukrainian language • Washington State Department of Social and Health Services (DSHS), April 2019

Authorization to provide interpretation in a social setting in Ukrainian language • Washington State Department of Social and Health Services (DSHS), February 2020

**Other Skills**

Proficient in Microsoft Office Suite, including Word, PowerPoint, and Excel • Ability to freely operate Windows and Apple IOS