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| PERSONAL INFORMATION | Beatrise Bogatireva |
|  |
|   |  283, St. Pauls Avenue, Jersey City, NJ 07306, USA  |
|  1-347-369-7335  1-203-818-2481  |
|  beatriseb@yahoo.com  |
| http://www.proz.com/profile/657608   |
| Skype beatriseb   |
| Sex Female | Date of birth 06/01/1952 | Nationality Latvian  |

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| JOB APPLIED FORPOSITIONPREFERRED JOBSTUDIES APPLIED FOR | Translator / freelance / French and English linguistics |

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| WORK EXPERIENCE |   |

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|  20142013  2002 - 1975-2002   | Contract Court Interpreter |
| Federal Courts, USA  |
| * Interpreting into Latvian in court proceedings providing simultaneous, consecutive interpretation and sight translation, as needed.
* Translating documents.

Business or sector Legal Interpreting for Board of Education of NYCSchools in New York* Providing simultaneous and consecutive interpreting / translating into Russian and French
* Providing interpreting / translating for CSE/HHVI reviews, parent-teacher meetings, impartial hearings, staff development and graduations
* Assisting the students with interpreting / translating during the tests

Freelance Translator and Reviewer of texts from English, French, Spanish, Polish, Swedish, Italian into Russian, Latvian, English, French.Mainly Technical and Legal textsSpecialised in Translation of Technical and Legal texts, more experience in Government, Public sector, EU, Finance, Economics, IT, Automotive, Civil Engineering, Construction, Electrical, Household Appliances, Medical Equipment, Energy, Environment. End clients: I have worked for many clients such as European Parliament, EuroparlTV, European Commission, UN, UNESCO, Johnson Controls, Iberdrola, Renault, Electrolux, Nikon, GE Capital, Société Générale, Smiths Heimann, SDMO, Class tractors and many others.Part-time Freelance Translator/Reviewer/Interpreter mainly from French into Russian/ Latvian Latvian Tourism Development Agency webpage translation LV-FR, Notary documents, Statutes, Conference Interpreting End clients: Latvian Enterprises, Institutions, Private persons |
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| EDUCATION AND TRAINING  |   |

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| --- | --- | --- |
| 2007-2009 2003-2004 1970-1975  | Master Studies in Legal Translation | t |
| Ventspils University College, Latvia  |
| * Private Law
* Public Law
* EU institutions and their functions
* EU Legal Framework
* EU Legal act translation EN-EN, FR-EN
* Law of international organizations
* Translation of the documents in Commercial Law
* Machine Translation
* Translation work organisation and management

Professional Program – ESL Teacher ISCED 6Latvia University, Latvia * Innovation in ESL teaching
* School Pedagogy
* Pedagogical practice
* Research in ESL teaching
* Developmental psychology
* History of Foreign language teaching methods
* Intercultural approach to the learning
* Thinking approach to language teaching

French Linguistics and Literature, Translation, BALatvia University, Latvia* Psychology
* Pedagogy
* Teaching methodology of French
* General Linguistics
* Foreign Literature
* French language and literature
* French geography, history and culture
* Latin
* English
* Swedish
* Translation practice
* Diploma thesis: Certaines difficultés lexicales et grammaticales de la traduction technique
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| PERSONAL SKILLS |   |

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| Mother tongue(s) | Latvian and Russian |
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| Other language(s) | UNDERSTANDING  | SPEAKING  | WRITING  |
| Listening  | Reading  | Spoken interaction  | Spoken production  |  |
| English | C1 | C1 | C1 | C1 | C1 |
|  |   |
| French | C2 | C2 | C2 | C2 | C |
|  |   |
|   | Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient userCommon European Framework of Reference for Languages |

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| Communication skills | good communication skills gained through my experience as a tour guide |

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| Organisational / managerial skills |  leadership (was responsible for a team of 70 people as a director and owner of a private company organizing tours, language courses, translation services) |

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| Job-related skills | time management - managing own time and the time of others |

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| Computer skills |  good command of Microsoft Office™ tools and CAT tools: Trados7 / Trados Studio 2014 / Wordfast / Fluency / MemoQ / Across / Transit / InDesign Subtitling tools: Sysmedia / Subtitle Workshop 4,0  |

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| Other skills | Knowledge of Spanish, Italian, Polish, Swedish. |

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| Driving licence | B |

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| ADDITIONAL INFORMATION |   |

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|   Memberships  |   ATA  |

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| ANNEXES |   |

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|  |  copies of diplomas  |