

# Andrzej Głazek

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## Profile

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*A highly skilled English-Polish sworn translator and interpreter with broad ranging experience in the translation of highly technical legal and financial subject matter as well as texts relating to water, sewage, and solid waste management. A full member of TEPIŚ. Author of several published book-length translations. Capable of quickly learning new things. Proficient at effective information searching and retrieval. Confident user of the latest in translation technology. Flexible and committed, I have not missed a single deadline in my nearly twenty years as a translator. Experienced lecturer teaching translation, linguistics, and English courses.*

## Skills

- Extensive translation and interpreting experience with core expertise in finance, law, and business management, as well as water, sewage, and solid waste management
- Excellent analytical skills ensuring accurate understanding of the source text
- Capable of competently editing copy with meticulous attention to detail
- Thorough working knowledge of Word, Excel, and PowerPoint
- Extremely familiar with Internet resources
- Conversant with computer-aided translation solutions
- A sworn translator and interpreter English <> Polish

## Achievements

- Translated a comprehensive 140,000-word manual for the leasing industry adopted by Poland's largest leasing company as its core educational resource
- Provided translation and interpreting services supporting the floatation of a big finance company on the Warsaw and London stock exchanges
- Facilitated the acquisition of a large Polish company by a leading US insurance and finance group by providing translation and interpreting assistance to top management negotiators
- Has maintained long-lasting business relationships with a number of Polish and international companies in the consumer finance, leasing, insurance, publishing and water and sewage industries
- Co-translated *Simply Business and Risk in Banking* and translated *Simply Business: The Next Step* by Leszek Czarnecki
- Co-translated the city of Wrocław's successful application for the title of European Capital of Culture 2016

## Experience

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As a translator and interpreter working in tandem with a fellow professional, I have applied my skills to a variety of commercial environments including leasing, consumer finance, insurance, press publishing, international infrastructure finance, water, sewage, and solid waste, I have also taught translation at Wrocław University.

### Translation

- A 140,000 word leasing manual for Poland's largest leasing company
- A series a comprehensive reports (110,000 words) on water and sewage management in Polish municipalities prepared by US experts as part of a USAID technical assistance programme
- More than 1,000,000 words of licence agreements, leases, loan agreements, share purchase contracts, deeds, shareholders agreements, and other legal contracts
- Statements of accounting standards and policies (120,000 words)
- A 100,000 word book on the history of a Norwegian media group's Polish subsidiaries
- Over 80,000 words of texts included in information memorandums, prospectuses, and offering circulars
- About 45,000 words of annual reports of Polish listed companies
- Edited the Polish company law section of the *International Encyclopaedia of Laws*
- Co-translated *Simply Business and Risk in Banking* by Leszek Czarnecki
- Co-translated the city of Wrocław's successful application for the title of European Capital of Culture 2016
- Translated *Simply Business: The Next Steps* by Leszek Czarnecki

### Interpreting

- Meetings with consultants, analysts and investors preceding the flotation of a large Polish company on the Warsaw and London stock exchanges
- Negotiations between a Polish leasing company and foreign investors seeking to acquire it
- Negotiations leading to the acquisition of a Polish finance company by an American insurance and finance group
- Negotiations between one of Poland's biggest water utilities and major international banks, the EBRD and the World Bank
- A series of training courses and seminars on leasing, risk management, financial services marketing, salesforce management and related topics
- A number of workshops for local government officials and utility managers on environmental management
- Meetings of US environmental consultants with Polish sewage and solid waste companies and local governments

### Other

- Marked exams organized by the Provincial Court in Wrocław for candidates for sworn translators
- As an invited speaker gave two series of lectures on translation at Wrocław University
- Taught a translation technology course at Wrocław University and a legal translation course at Wrocław College of Applied Informatics

## Publications

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### Research:

- 'Zero-derived denominal nouns? An approach to word meaning representation.' *Anglica Wratislaviensia* XXI, Wrocław, 1991, pp. 5–11
- 'Some aspects of the form-meaning relationship in idioms'. *Anglica Wratislaviensia* XXI, Wrocław, 1991, pp. 13–21
- 'The semantics and pragmatics of modifier-noun combinations in English and Polish'. *Anglica Wratislaviensia* XXIV, Wrocław, 1993, pp. 11–21
- The meaning of English modifier-noun combinations: An Interpretative model and its application to ellipsis and accretion.* Wyd. Uniwersytetu Wrocławskiego, Wrocław, 1995

### Translations:

- Ryszard Depta. *Gdańsk: English Miniguide*. Toruń, Via, 1996 (with Małgorzata Możdżyńska-Nawotka)
- Rafał Eysymontt. *Wrocław: 24 Photographs*. Wrocław, Via, 1996 (with Małgorzata Możdżyńska-Nawotka)
- Kazimierz Jankowski, Krzysztof Kułaga. *Książ-Fürstenstein Castle*. Wrocław, Via, 1996 (with Małgorzata Możdżyńska-Nawotka)
- Rafał Eysymontt. *Wrocław: architecture and history*. Wrocław, Via, 1997 (with Małgorzata Możdżyńska-Nawotka)
- Jacek Schindler. *Unwrap the World*. Wrocław, Eco-Idea, 1998 (with Tomasz Żamojć, Wanda Oberlin)
- Kazimierz Rosiński. *Orkla Media: 10 Years in Poland*. Warsaw, Orkla Press Polska, 2002 (with Chris Caes, Dominika Ferens)
- Adam Chmielewski i in. *Spaces for Beauty Revisited: Wrocław's application for the title of European Capital of Culture 2016*. Wrocław, 2011 (with Agata Musiał, Dominika Ferens, Patrycja Poniątkowska, Marcin Tereszewski)
- Leszek Czarnecki. *Risk in Banking: A Post-Crisis Perspective*. Warszawa, Studio Emka, 2011 (with Agatą Musiał)
- Leszek Czarnecki. *Simply Business*. Warszawa, Studio Emka, 2011 (with Agatą Musiał)
- Leszek Czarnecki. *Simply Business: The Next Steps*. Warszawa, Muza, 2012

## Career Summary

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June 1992 to date

**Translator, Pro Verbo**

Partner in a two-member firm of professional translators

October 2012 to September 2013

**Reader, Wrocław College of Applied Informatics**

Teacher of English and various linguistics and translation courses

May 2010 to July 2010

**Instructor, Wrocław College of Applied Informatics**

Teacher of a legal translation course

Oct 2009 to Feb 2010

**Reader,**

*Dept. of Modern Languages, Wrocław College of Management and Finance*

Teacher of English and various linguistics courses

Oct 2005 to Oct 2010

**Reader,**

*Dept. of Modern Languages, Management College (WSM), Legnica*

Teacher of English and various linguistics courses

Feb 2002 to June 2004

**Instructor, Wrocław University Postgraduate Translation School**

Teacher of translation technology (computer-assisted-translation tools, use of the Internet, etc.)

Oct 1986 to Sep 1994

**Research & Teaching Assistant and Reader,**

*Dept. of English, Wrocław University*

Teacher of various linguistics courses and researcher in semantics and pragmatics

## Education

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|------|--------------------------------------------------------------------------------------------------------------|
| 1987 | MA (Hons.) in English; Wrocław University<br>Thesis on semantic and pragmatic aspects of word meaning        |
| 1989 | Certificate of Studies; Oxford University<br>Postgraduate course of studies and research in linguistics      |
| 1992 | Ph.D. in Linguistics; Wrocław University<br>Dissertation on the interpretation of modifier-noun combinations |

## Personal summary

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- 49 years of age, married with two children
- Punctual, motivated, highly organised and competent individual
- Keen learner