



# OLENA KURASHOVA

**TRANSLATOR, EDITOR  
AND PROOFREADER**



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## EDUCATION

**Kharkiv National University, Ukraine (former Kharkiv State University)**

A course of Ph.D. studies in General linguistics  
without defending the Ph.D. thesis  
1997–2001

**Kharkiv State University, Ukraine**

Major: General and Applied Linguistics  
Diploma with distinction for having the highest possible grades  
in all courses  
1991–1997

**Allegheny College, Meadville, PA, the U.S.**

Participant of the ACC (American Collegiate Consortium)  
one-year exchange program with a double major  
in Computer Science and Foreign Languages  
1994–1995

## SKILLS

### Language Skills

Russian \_\_\_\_\_ native speaker (bilingual)  
Ukrainian \_\_\_\_\_ native speaker (bilingual)  
English \_\_\_\_\_ C2

### Computer Familiarity

Software: MS Office, graphic design applications, Trados

### Writing Skills

Strong writing skills in all of the languages  
mentioned above, author of eight articles  
published in Ukrainian journals  
and two textbooks on ESL

## WORK EXPERIENCE

**Freelance translator** cooperating with a number  
of Ukrainian and foreign translation agencies  
as well as major international organizations  
and companies

2002–up to present

- translation of documents for UN agencies such as WHO, UNESCO and UNICEF (reports, press releases, guidelines, etc.)
- translation of pharmaceutical and medical documents (mainly those related to clinical trials such as Clinical Study Protocols, Investigator's Brochures, Annual Safety Reports, etc.)
- translation of agreements and contractual documents of all types

**Vulikh & Vulikh Patent Attorneys Group**

**Translator and Patent Attorney Assistant**

Kharkiv, Ukraine

1998–2001

- translation of patent specifications in Pharmacology, Biology and Chemistry
- translation of contracts and agreements

**Gulfstream Translation Agency**

**Translator**

Kharkiv, Ukraine

1997–1998

- translation of documents in Chemistry, Biology and Pharmacology

**Kharkiv State University, Physics  
and Technology Department**

**Translator**

Ukraine

1995–1997

- translation of technical documents in Physics, Engineering and Biology

**Harvard University**

**Office Assistant and Interpreter (internship)**

Cambridge, MA, the U.S.

1995

- translation from Russian and Ukrainian into English
- assistance in Harvard Summer School and business filing