

SVETLANA BELOSHAPKINA
Translator / Consecutive Interpreter

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English ▪ French ▪ Italian to Russian

SERVICES: Translation, Editing, Proofreading, Abstracting, Consecutive Interpretation

SUMMARY OF QUALIFICATIONS

- Candidate, United Nations Russian Translation Service Roster, 2010
- MA in Translation and Interpretation, MA in French, MA in teaching French and English as second languages
- Native Russian speaker residing in the US since 2000
- Freelance translator and interpreter since 2004
- Mastery of grammar and various styles of the Russian language
- Ability to transform a source text into a fully adapted native Russian text, while preserving the minute nuances of the original
- Excellent research and assignment preparation skills
- High accuracy and attention to detail, established quality control procedures
- Proficient with TEnt/CAT tools: WordFast Pro and Classic, Idiom WorldServer Desktop Workbench, SDLX Lite, CatsCradle

AREAS OF SPECIALIZATION

- **Subtitles:** feature and documentary films (including adaptation for dubbing), educational, promotional, and corporate video
- **Healthcare and medicine:** patient brochures and surveys, clinical trials, medical research papers and abstracts; hospital interpreting, interpreting during seminars and training sessions for physicians and healthcare professionals
- **Law and business:** patents, contracts, agreements, annual reports, corporate communications, marketing and advertising materials, statistical reports; interpreting at negotiations and depositions
- **Software linguistic testing:** testing of localized GUIs and WUIs, testing of localized software functionality
- **Religion and spirituality:** Rob Bell's Nooma© spiritual film series, chapters of a catechetical book "How to evangelize the evangelized", interpreting at religious sermons and lectures

PROFESSIONAL EXPERIENCE

2004-present	Freelance Translator/Consecutive Interpreter
2/2005 – 6/2005	Translation Lead – Lionbridge Technologies, Framingham, MA <ul style="list-style-type: none">- Outsourced translations to vendors in 35 countries, monitored consistency of received translations, performed quality control of translations into Russian, worked together with project managers to ensure timely delivery of translations
8/2002 – 6/2003	Faculty, French Program - The Chicago Academy for the Arts, Chicago, IL <ul style="list-style-type: none">- Designed and taught all French program classes, advised students, monitored and evaluated their academic progress for further placement
10/2003	Chief Interpreter, Monterey Institute of International Studies, Monterey, CA <ul style="list-style-type: none">- Organized and supervised interpretation services provided by Russian interpreters' team of seven during the MIIS Fall Forum 2003

- 8/2003 – 5/2004 Digital Project Coordinator - Graduate School of Translation and Interpretation, MIIS, Monterey, CA
 - Created and maintained a digital file database using Cool Edit Pro 2.1 software for students' interpretation practices
- 2000 – 2002 Teaching Assistant – University of Illinois at Chicago, Chicago, IL
 - Taught three French 101 courses per academic year, created lesson plans, ancillary and examination materials, advised students during office hours
- 1998 – 2000 Staff Translator/Interpreter - Caritas International Catholic Charity Organization, the Asian part of Russia Division, Novosibirsk, Russia
 - Translated a wide range of documents and materials for internal use and publication, including personnel handbooks, financial documentation, progress reports, inter- and intra-agency correspondence; interpreted at meetings, training seminars, and official visits of foreign partners
- 1992 – 1998 Volunteer Interpreter - Roman Catholic Diocese of Transfiguration, Novosibirsk, Russia
 - Interpreted for missionary ministers during meetings, lectures, sermons

EDUCATION

- 2003 - 2004 MA in Translation and Interpretation, Russian/English/French - Graduate School of Translation and Interpretation, Monterey Institute of International Studies, Monterey, CA
- 2000 – 2002 MA in French - University of Illinois at Chicago, IL
- 1992 – 1998 BA, MA in Teaching French and English as Foreign Languages – Novosibirsk State Pedagogical University, Novosibirsk, Russia

OFFICE TOOLS

Windows 7, MS Office Suite 2003 (English and Russian versions), MS Office 2010

TENts/CAT Tools: WordFast Pro and Classic editions, Idiom WorldServer Desktop Workbench, SDLX Lite, and CatsCradle.

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- Candidate, United Nations Russian Translation Service Roster (passed the United Nations Competitive Examination for Russian Language Translators and Précis-Writers, 5/2010)
- Professional Certificate in Translation and Interpretation, MIIS, 2004
- Member of the American Translators Association (since 2011)
- Member of the New England Translators Association (2004-2006)
- Proz.com member (since 2001)