

# Svetlana Gladkova

*English to Russian Translator*

Location: Novosibirsk, Russia e-mail: s.gladkova@gmail.com  
Phone: +7 913 911 3550

## Education:

September 1998 – June 2003: Novosibirsk State University of Economics and Management,  
Faculty of International Relations and Law

Qualification: Master in International Relations, Diploma with Honors

## Professional experience:

Continuous cooperation with a number of Russian and foreign translation agencies and direct customers in translation, localization, transcreation, editing, copy-editing. Major fields of specialization include web content, software and web applications, general IT, marketing.

## Information Technologies

*Idxstream, Inc.* ([www.digi.ws](http://www.digi.ws)), October 2003 – May 2004 part-time translator and interpreter  
Translation of correspondence with foreign partners, marketing materials, press releases, web content, technical documentation and UA files (software), interpreting at negotiations, conference calls

*Profy, Inc.* (<http://profy.com>), October 2006 – April 2013, editor

Writing and editing English-language blog focused on internet and technology news and reviews of web applications, gadgets, technology products.

*Freelance translator*, 2003 – present

Localization of software, translation of marketing, promotion documents and web content, UI and UA materials for top-tier IT manufacturers, software developers and internet companies. End customers include Apple, Adobe, ESET, Google, HP, Logitech, McAfee, Microsoft, Parallels, Sony, Toshiba, Twitter, etc.

## Engineering, aviation

Head of Translation and Interpretation Department at *Novosibirsk Aircraft Production Association* ([www.napo.ru](http://www.napo.ru)), February 2003 – August 2006

Translation and editing of flight and maintenance manuals, airlines documentation, correspondence with foreign partners, CNC machines manuals, procurement, sales, leasing contracts and agreements, marketing materials (leaflets, presentations), web content, interpreting at negotiations, conference calls, airshows and international exhibitions

## Tools and machinery

*Novosibirsk Chemical Concentrates Plant*, freelance translator, July 1999 – August, 2003

Translation of CNC machines user and maintenance manuals, user manuals for other equipment (e.g., microscopes)

*WILCO AG* (<http://www.wilco.com>), freelance translator, November 2005 – April, 2006

Translation of user and maintenance manuals for CNC machines, localization of software

Software experience: SDL Trados Studio 2021, Passolo, MemoQ, Wordfast, Idiom, MemSource, Microsoft Office, Adobe Acrobat, strong internet, social media and CMS skills

Additional info: Native in Russian, near-native in English, based in Russia, well-versed on the current situation in the Russian markets of software, web applications, internet. Quick learner of all sorts of new tools. Enthusiastic in blogging and web publishing.