



PERSONAL INFORMATION Ilja Fridmans



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FREELANCE TRANSLATOR / INTERPRETOR

More than 20 years in translating and interpreting English-Russian-English, German-Russian-German, English-Latvian-English, German-Latvian-German, with the following specialisations:

Technical: manufacturing, engineering, welding, steel structure rust protection and painting, water supply and other kinds of piping, waste collection systems, civils, mechanics, controls and electronics, electrical installations, safety regulations and standards, standardization, management systems, etc.

Logistics: truck, rail, maritime transport; tanker shipping; container and tank-container shipping; handling of containers and tank-containers (cleaning, storage, depot services, etc.); handling and storage of liquid chemical, petrochemical, petroleum products and crude oil; IMDG; RID; ADR; ISOPA, etc.

Medical: diagnostics, surgery, dentistry, pediatrics, pharmacology, healthcare, medical equipment, etc.

Marketing: websites, brochures and catalogues, various presentational materials, questionnaires, etc.

Commercial: commercial offers, correspondence, negotiations communication, transaction support, contracts, Incoterms 2010, etc.

Legal: labour right, court litigations, communications between the conflicting parties, contractual rights, etc.

Besides above, I am experienced in beauty and cosmetics, clothing and apparel, hairdressing. Special interests are literature and movies, culture in general.

DAILY TRANSLATION CAPACITY 1500 to 7500 words

RATES APPLICABLE

Translation
Proofreading
Editing
Interpreting
Other services

**Rates
available
upon
request**

WORK EXPERIENCE

September 1987–August 1993	Taylor Trainee, Tailor
August 1993	Interpreter, Hair Dresser Shop Start-up Project Vilnis Hotel, Ventspils, Latvia
September 1993–April 1996	Translator / Interpreter A/s Ventspils Port Plant, later a/s Ventamonjaks
April 1996–Jun 2000	Translator / Interpreter, Project Manager a/s VENCEB, Ventspils (Latvia)



July 2000–June 2003

Translator / Interpreter, later Head of the Affiliate

DDW L.L.C., later of B Tech SIA (wholly owned by DDW

Nov 2003–Dec 2005

L.L.C.) Sales Engineer, Regional Sales

Emco Wheaton GmbH, Kirchhain (Germany)

Jan 2006–Present

Freelance Translator / Interpreter

January 2008–October 2008

Translator / Interpreter, later Head of Manufacturing
Affiliate SIA Baltic Supplying Group, Ventspils, Latvia

February 2009–Sept. 2012

Head Translator / Interpreter, Sales
Department Tankchem OÜ, Sillamäe, Estonia

October 2012–October 2015

Area Sales Manager / Key Account Manager, in-house Translator / Interpreter
HOYER Group GmbH, Hamburg/Saint-Petersburg (Germany/Russia)

EDUCATION AND TRAINING

1994–1996

Business Activities, SME Management, Specialty Marketing

Riga School of Business Administration (RSEBAA)

1994

System of Safety Management for Dangerous Installations

Translated and passed the test

Independent Environmental Consultant Dr. Blockers, Rotterdam

1996

(Netherlands) Certificate of Attendance with Merit,

2nd Master Class of Intermodal Transport System, Vilnius (Lithuania)

Organised by Dynamar Consultancy; Dutch, EU Government Business

1996–2001

Administration, SME Management, Specialty Marketing Ventspils

Affiliate of the University of Commerce and Law, Moscow

PERSONAL SKILLS

Mother tongue(s)

Russian, Latvian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
German	C2	C2	C2	C2	C2
English	C2	C2	C2	C2	C2
French	A2	A2	A2	A2	A2
Spanish	A2	A2	A2	A2	A2
Dutch	A2	A2	A2	A2	A2
Hebrew	A2	A2	A2	A2	A2

Chinese

Very basic knowledge (attended three months course of Chinese
in VHS Marburg-Biedenkopf, during July to September)

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2:
Proficient user Common European Framework of Reference for Languages

Organisational/managerial
skills

Team work: I have worked in various types of teams from teams of engineers (good
old Soviet "make") to western salesmen – people of absolutely opposite views;



Mediating skills: I am experienced at working in an intercontinental dimension bringing desires of the Far East clients mediated by respective country sales agents, and extremely conservative engineering stuff as an instance.

Intercultural skills: I am experienced in working with people of different origins, for example running a 5 day Far East Agents Meeting and Workshop in Kuala Lumpur in 2005, involving Chinese (Honk Kong, Taiwan, Malaysia), Malay, Indonesians, South Koreans, Indians, Thai, Germans, French.

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Independent user	Independent user	Independent user

Digital competences - Self-assessment grid

Software competence

Advanced PC User:
complete MS Office – MS Word, MS Excel, MS Power Point; MS Publisher; MemoQ, Wordfast, Memsource, OmegaT;
Adobe Acrobat 9; PhotoFiltre
7; basic skills in AutoCAD.

Payment methods Paypal, Master Card, Wire transfer