

Anna KIRILENKO

C/ Abat Samsó, 2 Bis, 2-1, 08017 Barcelona
Russian nationality, Spanish work permit valid till 20/09/2016
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SKILLS

- ✓ *Solid experience in translation and proofreading: engineering, medical, legal*
- ✓ *Accuracy and attention to details*
- ✓ *Strong verbal and written communication skills*

PROFESSIONAL EXPERIENCE

At present	Freelance translator, interpreter and proof reader from English/French/Spanish/Catalan into Russian	Barcelona
	<ul style="list-style-type: none">▪ Collaboration with direct clients: clinics, laboratories, industrial companies.▪ Translation of web-sites.▪ Collaboration with translation agencies.	
Sisterz Production July-August 2012	Interpreter Spanish-Russian for TV project (Extreme Makeover Ukraine 2)	Barcelona
	<ul style="list-style-type: none">▪ Simultaneous interpretation during negotiations and working.▪ Translation of medical and other documentation.▪ Establish and maintain collaboration with partners.	
Institut Austrán (dental center) May- September 2012	Translator/International Department Assistant	Barcelona
	<ul style="list-style-type: none">▪ Translation of the videos and web-site from Spanish into English and Russian.▪ Establish and maintain collaboration with partners and clients.▪ SEM & SEO tasks to ensure a good referencing for the site in Yandex.	
Alstom Transport March 2011 – February 2012	Translator in an Engineering International Project	Paris
	<ul style="list-style-type: none">▪ Translation of technical documents Russian/English/Spanish/French.▪ Elaboration of engineering glossary English/French/Russian.▪ Communication with project partners.▪ Meetings and travel arrangements, taking of minutes of meetings.	
CDE (UAB) March-June 2009	Internship at the Centre of European Documentation	Barcelona
	<ul style="list-style-type: none">▪ Drafting of newsletter.▪ Web site updates.▪ Promote knowledge and understanding of the European Union in the Faculties.	
2007 - 2008	Freelance translator and interpreter English/Spanish-Russian	Russia
	<ul style="list-style-type: none">▪ Translation of legal documents: power of attorney.▪ Simultaneous interpretation during negotiations.	
Saint Gobain 2006	Translator	Russia
	<ul style="list-style-type: none">▪ Translation of documentation from English into Russian.▪ Assisting as interpreter during negotiations and working.▪ Elaboration of glossary English-Russian.	

EDUCATION

2009 - 2010	Master in Spanish Language, Universidad Autónoma de Barcelona.
2008 - 2009	Master in European Integration. Specialization in Foreign Politics. Universidad Autónoma de Barcelona.
2001 - 2006	Bachelor in Translation and Interpretation English/Spanish/Russian. Pyatigorsk State Linguistic University.

LANGUAGES

English and Spanish: Fluent
Russian: Native language
French: Advanced
Catalan: Intermediate

OTHER INFORMATION

COURSES
Advanced Excel Training (90 hours, 2012)
Français langue étrangère (300 hours, 2010 – 2012)

PC SKILLS
Microsoft Office (Advanced)