

PROFILE

LANGUAGES:

- mother tongue: Polish,
- working languages: Polish, English, Spanish

EXPERIENCE:

- freelance **translator since 2006** (full-time since 2009),
- areas of expertise: **law, marketing, websites, finance, transport&shipment**
- **frequently translated documents:** contracts, agreements, powers of attorney, police reports, letters of claim, legal proceeding documents, settlements, business correspondence, minutes of shareholders' meetings, balance sheets, financial statements, court orders, reports and decisions, claim forms, written submissions to courts, memoranda and articles of association, minutes of meetings and resolutions, certificates, deeds, wills, leases, other legally-binding documents, insurance policies, advertising documents, business proposals, market research reports, website content, leaflets, brochures.

EDUCATION:

- **Master's Degree in Economics** (from the University of Economics in Wrocław),
- **Post MA Diploma in Legal and Financial Translations,**
- **Certificate of Proficiency in English** (grade: A) issued by the University of Cambridge.

CLIENTS:

- **Translation agencies** (ex. **ProTranslating, BetterLanguages, MyWord Localization, QuikSilver Translate, Language Consultancy Services** and more),
- **End clients** (ex. Master Card, Deutsche Bank, SC Johnson, Generali Group, Tesco, Bershka, MotherCare and more).

RATES:

- translating: **0.06 EUR per source word,**
- editing : **0.03 EUR per source word.**

ADDITIONAL INFORMATION:

- turnaround: up to 3500 words per day (usually about 2500 words per day),
 - CAT: **Trados** 2007, Trados Freelance Studio 2011, **Multiterm** 2009, **Passolo** 2009, **MemoQ**
 - knowledge of **HTML, XML, SGML** tags (also Unicode), **FrameMaker, PageMaker** tags
 - professional liability insurance,
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Magdalena Szymańska

English to Polish, Spanish to Polish translator

I provide services that exceed my clients' expectations.

www.szymanska-translations.com

- languages: Polish (native), English (fluent), Spanish (fluent), French (advanced), German (intermediate).
- availability: Monday – Friday: 6.00 a.m. – 10.00 p.m. CET; Saturday and Sunday: 10.00 a.m. - 4.00 p.m. CET (Central European Time)

MORE:

www.szymanska-translations.com (website)

<http://www.proz.com/profile/1172924> (profile + references)

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