

Tatiana Karlin

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6 years of translation & business experience in diverse fields:

Marketing/advertising, Real Estate, Logistics, Human Resources, Education, Tourism & Travel, and related
Perfect command of all aspects and stylistic levels of mother tongue languages (Russian, Ukrainian),

as well as thorough knowledge of English

Reliability, absolute adherence to delivery dates

Education:

Kiev Institute of International Relations, specialist in International Business, certified translator (2009 – 2012)

Krivoy Rog University, Foreign philology, English-German Department, *degree with honours*, (1995 – 2000)

Recruitment & Employment Confederation, Recruitment Associate, London, UK, *degree with honours* (2003)

Job history:

Since 2000 *Freelance translator*

Translations for companies, translation agencies and private clients.

Among clients: Canon North East OY, Quelle, LaRedoute, VISA CEMEA (Ukraine)

2009 – 2010 *Hendricks Ukraine* – German company, logistic provider for Quelle Ukraine

every day translation support of business activities of the Company

Marketing, HR management, Client management, Quality assurance of warehouse operations

2006 – 2009 *Prospects Development* – Baltic-Ukrainian consulting service in real estate

intensive translation support of real estate investment projects (for foreign & local clients)

promotion of RE projects at international forums Mapić, Mipim (Cannes, France) Real Vienna (Vienna, Austria)

project management (budgeting, scheduling, outsourcing, client management)

2003 – 2006 *Restaurant, own business*

2001 – 2003 *PowerPact HR Consulting* - recruitment agency

executive search, headhunting, overall client's support on all stages of a project (incl. translation &

interpretation). Clients: Beiersdorf (TM Nivea), Epson, Schwarzkopf&Henkel, Henkel Bautechnik, Cargill, JTI,

Hoffman la Roche, other Ukrainian & int'l companies

2000 – 2001 *Pedagogical University of Krivoy Rog*

Teaching English, German, Latin. Research work.

Specialization:

Business (incl. management, real estate, logistics, HR)

Marketing/ advertising/ PR

Art/Literature, Education

Natural sciences, Politics, general texts

Translation Rates:

Translation: Euro 0.01 - 0.04 per source word;

Proofreading: Euro 0.01-0.04 per source word.

Payment: PayPal, Moneybookers, Western Union, bank transfer

Software:

Trados Freelance Suite 2007, MS Word, Excel, PowerPoint, Corel Draw, Adobe Acrobat 8 Pro

electronic dictionaries, Internet, private library of reference books

References are available on request