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<b>WORK EXPERIENCE</b>	<p><b>Freelance translator</b></p> <p><b>Cyclone JSC (defense systems)</b> <a href="http://www.cyclone-jsc.ru">www.cyclone-jsc.ru</a>  <b>Manager/Interpreter</b></p> <ul style="list-style-type: none"> <li>• Interpreting</li> <li>• Procurements</li> </ul> <p>(01.08.09 – 01.03.10)  <b>KOES (optoelectronics systems)</b> <a href="http://www.ieos.ru">www.ieos.ru</a>,  <b>Procurement manager/interpreter</b>          Functions:</p> <ul style="list-style-type: none"> <li>• Interpreting</li> <li>• Procurements</li> <li>• Custom clearance of the equipment</li> </ul> <p>(21.09.05 – 01.07.09)  <b>Beltechexport (PSAM project)</b> <a href="http://www.bte.by">www.bte.by</a>  <b>Translator of the Research and Production Center</b>          Functions:</p> <ul style="list-style-type: none"> <li>• Oral and written translations</li> <li>• Trainers' assistance</li> <li>• Military engineers' assistance</li> <li>• Procurements</li> </ul> <p>(01.04.05 – 31.08.05)  <b>Science Soft Inc. (software development)</b> <a href="http://www.scnsoft.com">www.scnsoft.com</a>  <b>Marketing-manager</b>          Functions:</p> <ul style="list-style-type: none"> <li>• Work with foreign customers</li> <li>• Work with foreign embassies</li> <li>• Custom clearance of the equipment</li> </ul> <p>(01.01.05 – 01.04.05)  <b>Alavira-tex (textile company)</b>  <b>Procurement manager</b>          Functions:</p> <ul style="list-style-type: none"> <li>• Textile supply from Arabian Emirates</li> <li>• Custom clearance of the goods</li> </ul> <p>(31.03.2000 – 04.04.2004)  <b>Children – Our Future (social organization )</b>  <b>Translator</b>          Functions:</p> <ul style="list-style-type: none"> <li>• Oral and written translation (Russian-English and vice versa)</li> <li>• Communication with state officials</li> <li>• Meeting foreign guests</li> </ul>

	<p>(16.06.2002 – 29.06.2002) and (15.06.2003 – 29.06.2003)</p> <p><b>Children – Our Future (social organization)</b></p> <p><b>Translator on the territory of the Republic of Poland</b></p> <p>Functions:</p> <ul style="list-style-type: none"> <li>• Team leader</li> <li>• Oral and written translation</li> <li>• Assisting camp manager</li> </ul> <p>(01.02.2004 – 01.05.2004)</p> <p>Practical training</p> <ul style="list-style-type: none"> <li>• Traveling agency “Anadim Tour”</li> </ul> <p>(processing documents, work with clients)</p>
<b>EDUCATION</b>	<p>(01.09.1999 – 12.07.2004)</p> <p>Private Educational Establishment</p> <p>“Minsk Managers’ Training Institute”</p> <p>Department of Foreign Economic Affairs</p> <p>Specialization “International Economic Affairs”</p>
<b>ADDITIONAL INFORMATION</b>	<p>Advanced PC-user: Windows, MS Office, Trados, MemoQ, 3d Max, Pro Engineer, Internet, ProEngineer (basic)</p> <p>Driving license: B category, experienced minivan driver</p> <p>Participated in UNESCO activities – rebuilding cultural monuments in Germany. Recommendations from some of my previous employers will be available upon request.</p>
<b>HOBBY</b>	Sports, traveling, photo, reading, swimming
<b>PERSONAL INFORMATION</b>	<p>Date of birth: Oct. 9, 1981</p> <p>Married, two children</p>