

## **MARIYA HOWYKOWYCZ**

3482 Cedarbrook Drive, University Hts, Ohio 44118

Viber, WhatsApp +1-248-890-7155

E-mail: [kalamar\\_trans@yahoo.com](mailto:kalamar_trans@yahoo.com)

### **PERSONAL CHARACTERISTICS:**

hardworking, creative, organized, goal oriented, attentive, positive.

### **WORKING LANGUAGES:**

Ukrainian, Polish, English, Russian, German; some French and Spanish

### **COMPUTER SKILLS:**

Word, Excel, Power Point, Adobe Acrobat, Foxit Reader, etc.

### **RELEVANT EDUCATION**

2008 - 2012 Ivan Franko National University of Lviv, Ukraine  
M.A. in German Philology

2008 - 2009 University of Silesia, Poland  
Teaching Polish as Second Language

2005 - 2009 Ivan Franko National University of Lviv, Ukraine  
M.A. in English Philology

### **WORK EXPERIENCE**

2016-present Self-employed, Cleveland, Ohio, USA  
Secretarial and translation services  
Translate from source language into target language. Read written material and listen to statements of a client to prepare various documents in working languages. Obtain information on subject to be discussed. Serve as interpreter and translator in contacts with government officials.

2011 - 2017 Executive editor of "Computational Problems of Electrical Engineering"  
English proofreading of manuscripts  
<http://science.lpnu.ua/jcpee/editorial-board>

2005 - 2015 Kalamar Private Enterprise, Lviv, Ukraine  
Secretarial and translation services

### **AREAS OF EXPERTISE**

Legal terminology, electrical engineering and IT terminology, medical terminology

Usage of TRADOS – no

### **RATES**

\$0.05 per character (translation and proofreading)