



# Vanya Naydenova-Deveikis

Translator

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Personal Details:  
Place of birth: Bulgaria  
Nationality: Bulgarian  
Gender: Female

Highly skilled and experienced Translator with a strong background in translating Legal, Financial, Technical and Marketing Documents in **Bulgarian, Italian and English**. Bringing forth an excellent command of these languages and a track record of impeccable proofreading, editing, and translating. Adept in accurately assessing the context of the material and translating it understandably and appropriately. Highly skilled in Financial and Legal Terminology and Processes, helping clients better understand their position and rights. Bringing forth a positive work ethic and a commitment to efficiency and integrity. Stellar mentor, motivating teams to accomplish ever-changing targets in a deadline-driven environment, with a Master's degree in Finance and International Business and Management.

## Areas of Expertise

- ◆ Finance
- ◆ Information Technologies (IT)
- ◆ Engineering (General)
- ◆ Marketing
- ◆ Economics
- ◆ Budgeting & Cost Control
- ◆ Advertisements
- ◆ Public Relations
- ◆ Legal Documents

## Professional Experience

### Ruepoint Media

2022- Present

#### Media Monitoring Analyst, Telecommuting Position

Working as a translator, editor, and media monitoring analyst for international institutions throughout the full life cycle on a variety of media monitoring and insight projects from implementing client briefs, writing editorial summaries, news briefings and digests, editing and proof reading of final products prior to delivery to customers, to training of new staff, knowledge transfer and quality management.

- Writing article-level and story-level editorial summaries from English, Italian, Bulgarian into English, in line with client requirements and editorial briefs
- Ensuring that a premium product is delivered to clients, while meeting delivery deadlines, on a daily basis

### Massive Media

2016 – 2022

#### Translator and Community Manager, Telecommuting Position

Utilized subject matter expertise and knowledge to offer the most detailed and efficient translations possible. Effectively used Translation Software to expedite project delivery and ensure accuracy. Provided quality control over documents as required.

- Translate online content, including websites, landing pages and social media pages.
- App localization
- Translate Legal and Financial documents.
- Create glossaries and term dictionaries.
- Frequently consult with experts in particular subject matter to comprehend specialized concepts as to translate them appropriately.

**Translator, Telecommuting Position**

Worked as a translator for International Companies, Law firms and Charities. Providing guidance, feedback and creating customer-specific style guides.

- Provided consultations for clients to assess their project needs and goals.
- Research legal & technical phraseology to ensure the correct translation is used.
- Performed in-depth review of texts and made edits and changes where necessary.

**Official 3Com Representative Office, Sofia (Bulgaria)****2006 – 2009****Country Manager (Bulgaria, Romania, Macedonia, Albania, Kosovo)**

Streamlined end-to-end operations across Bulgaria, Romania, Macedonia, Albania, and Kosovo. Held accountable for setting and achieving profit, revenue, cash, and quality targets. Conducted comprehensive market research and prospected new clients. Coordinated with international teams to secure new contracts and extend existing contracts. Established top-performing team by administering full cycle recruiting, including interviewing, selecting, and training.

- Accomplished all significant challenges associated with project development within the key accounts' network.
- Ensured seamless running of operations and achievement of strategic objectives by developing annual budgets and detailed annual business operating plan.
- Maximised sales channel productivity by creating customer-centric annual sales plans and expanding portfolio of upper mid-tier accounts throughout the territories.
- Generated sustainable revenue stream by while managing new strategic partnerships.
- Optimised decision-making process by formulating comprehensive business performance reports.
- Recognised as subject matter expert, contributing to the business acquisition and bid preparation.

## **Additional Experience**

**International Marketing Manager**, Sleipner Development Ltd, Sophia-Copenhagen, Bulgaria/Denmark

**Marketing Manager SEE**, 3Com Representative Office SEE, Southern Europe / Sofia, Bulgaria

**Sales Executive**, Kolbis Corporation – Xerox Concessionaire, IBM Business Partner, Microsoft Qualified Dealer

## **Education**

**Master of Science in International Business and Management**

University of Pavia, Pavia (Italy), Score: 110/110 cum laude

**Master of Science in Finance, Score: 110/110**

Bulgarian Academy of Sciences, Institute of Economics, Sofia (Bulgaria)

**Bachelor of Science in Planning and Forecasting of the Economic Systems**

University of National and World Economy, Department: Marketing and Strategic planning, Sofia (Bulgaria)  
English

**English Language High School**

## Professional Training

Competent with the Microsoft Office programs, with HTML, CMR, JIRA, WordPress; SDL TRADOS STUDIO;  
Good knowledge of Google Analytics and Google AdWords; Facebook and Instagram Ads;

## Certifications

Certificate for success fully completed training program: "Xerox Professional Selling Skills"  
Xerox Southeastern Europe, Sofia, Bulgaria  
Certificate for successfully completed training program: "Markstrat Marketing Simulation  
Seminar and Competition University of Savoy, Annecy (France)  
Certificate-Advanced Google Analytics  
Certificate-eCommerce Analytics: From Data to Decisions  
168-hour Level 5 TEFL Course