

LYUDMYLA LIVAK

Date of birth: 29/06/1981
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OBJECTIVE

Remote translator, editor

EDUCATION

1998-2004 – Uzhhorod National University, The Department of English Language and Literature, MA.

1999-2000 - Language school ‘Charles Dickens’ college” / London, First Certificate

WORK EXPERIENCE AND DUTIES

2008-till now – freelance translator English-Ukrainian and English-Russian translation and localization of marketing materials, web-sites, software, medical articles, technical materials.

October 2014 – interpreter for CANEOM (Canadian Elections Observation Mission), temporary position.

2012 –2013 – translator of medical articles for Ukrainian-Swiss Mother and Child Health Program.

2011 – 2012 – Final Assembly Leader of VW project, Production Department in Yazaki Ukraine LLC (Uzhgorod, Ukraine), the leading international company specialized in production of wire harnesses for global automobile companies. Main duties: organization of production processes, improvement of assembly efficiency and productivity.

2010-2011 – Customer Quality Assurance Supervisor, Quality Department in Yazaki Ukraine LLC (Uzhgorod, Ukraine), the leading international company specialized in production of wire harnesses for global automobile companies. Communication with customers on quality issues, management of customer claims and continuous quality improvement process.

2007-2008 – Supplier Quality Assurance Supervisor, Quality Department in Yazaki Ukraine LLC

2004-2007 - Indirect Purchasing Supervisor, Logistics department in Yazaki Ukraine LLC.

2003-2004 – translator and interpreter for Civil Society Community Roots project, Lviv, Ukraine.

SKILLS

Computer skills: PC literate (Word, Excel, Power Point, MS Visio), Trados Studio, Tag Editor, SDLX, TW, Xliff Editor, Wordfast, Logoport, MemoQ.

Command of languages : Ukrainian, Russian - native, English – fluent.

Personal strengths: good communication skills; responsible and well organized; flexible and easy learning.