

Curriculum Vitae

Personal details:

Name and surname:	Silvia Rísiková
University degree:	Master of Arts
Date of birth:	September 26, 1985
Nationality:	Slovak
Address:	Nižná Boca 102, 032 34, Slovakia
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Education:

2008-2010 Constantine the Philosopher University in Nitra, Slovakia

- Translation and interpreting:
English language and literature – Slovak language and literature
- Master course of study

2005-2008 Constantine the Philosopher University in Nitra, Slovakia

- Translation and interpreting:
English language and literature – Slovak language and literature
- Bachelor course of study

2001-2005 Grammar schol in Liptovský Hrádok, Slovakia

Employment history:

01.2012- present **Master Language, s.r.o.**

Address: P.Pazmáňa 49/3, 92701 Šaľa

Position: Teacher of English and Slovak language, translator

Job description: translation of various kinds of texts, teaching

09.2011- 09.2012 Jazyková škola Golianova 68, 94901 Nitra

Address: Golianova 68, 94901 Nitra

Position: Teacher of English

Job description: teaching

03.2011- present Freelance translator & interpreter

Job description: translating, interpreting and proofreading for various clients (PORTER, s.r.o., Vision IT Solution, a.s., ACTA, s.r.o., ...)

03.2011-02.2012 Slovenské elektrárne, a.s.

Address: Mlynské Nivy 47, 82109 Bratislava

Position: PR assistant

Job description: translation of press releases, announcements, organization of press conferences, writing of PR articles

01.2008- present Jazyková škola Nadácie Aspekt

Address: Akademická 4, 94901 Nitra

Position: translator, interpreter, proofreader, teacher of English

Job description: translation of various texts for the clients of language school, proofreading, teaching

03.2010-11.2010 Perspektíva SK

Job description: Teaching of English

Skills:

Languages: *Slovak*- native speaker

English- excellent

Czech- excellent

German- basic

Italian- basic

IT skills: CAT tools: Trados, Abby Finereader, Metatexis; Internet, MS Windows, MS Office

Driving licence: class B

Other skills: Organization skills, Communication skills, Presentation skills, Time management