


PERSONAL INFORMATION

Liga Vasila

 Salacgriva, LV-4033, Latvia

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 liga.vasila@gmail.com

Sex Female | **Nationality** Latvian

WORK EXPERIENCE

2008 - up to date

SIA "MERITI", In-house Translator & Reviewer / Commercial Director; *freelance translator/editor*

- Translation and editing texts from English into Latvian and from Latvian into English, performing LQA tasks.
- Key areas of expertise:
 - Finance, cryptocurrency, economics (*Binance, Revolut, Citadele* bank, audit statements, financial reports, etc.)
 - Automotive (*Toyota, Kia, Subaru, Nissan, BMW, Valtra, John Deere*, etc.)
 - General medicine (radiology equipment, endoscopy, laboratory equipment, general medical appliances, patient records, etc.)
 - Technical documentation (tender documents for various industries, user manuals and software for industrial equipment, specifications, etc.)
 - Consumer electronics, smart devices (*Samsung, Philips, Huawei, Prestigio, HP, Whirlpool*, etc.)
 - Legal documents (various contracts and agreements, Privacy policies, Terms and regulations, etc.)

Business or sector Translation and localisation

2000-2007

Various roles in Human Resource Management (KPMG Baltics, Magnum Medical, PricewaterhouseCoopers, Latvijas Balzams, Nordic Industries)

- Full cycle of HR processes, incl. personnel planning, recruitment, selection, induction, performance evaluation, remuneration scheme, work safety, etc. Number of employees: around 100.

EDUCATION AND TRAINING

May 2017

Stockholm School of Economics in Riga

Mini-MBA (Modules: Marketing, Finance, Leadership, Strategy)

Stockholm School of Economics in Riga

HR Professionals Programme

2006-2012

Higher Professional Education in Psychology

Baltic Psychology and Management University College (Latvia)

2001-2005

Higher Professional Education in Business Administration

Riga International School of Economics and Business Administration (Latvia)

Mother tongue(s) Latvian

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C1	C1	C2
Russian	C2	C2	C1	C1	C1
French	A2	B1	A1	A1	A2
German	A2	B1	A1	A1	A2

Job-related skills ▪ good command of Microsoft Office™ tools, Trados Studio (2014-2021), memoQ, Memsource, Smartling, SmartCat, XTM, Wordfast and other CAT tools

Driving licence B