

PERSONAL INFORMATION

Michaela Kianickova

8, Cabanova street, 841 02 Bratislava
(Slovakia)

Date of birth 21 Jan 83 | Nationality Slovak

WORK EXPERIENCE

Jul 07 - Present

Freelance translator

translation agencies

various types of translations from the field of marketing, PR, healthcare, economy, business contracts, EU guidelines, geology, physics, software

Feb 08 - Jul 09

In-house translator

AVON Cosmetics , Bratislava

translations of product descriptions, usage instructions, websites, marketing claims, press releases; proofreading

Jun 05 - Aug 05

assistant to the project manager

SKRIVANEK , Bratislava

proofreading and localization of translated materials

EDUCATION AND TRAINING

Sep 02 - Jun 07

Master's Degree

The Faculty of Arts, Comenius University, Bratislava (Slovakia)

Translation and interpreting: English language and Arabic language and culture

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School leaving examination

Secondary school, Parovska St., Nitra (Slovakia)

Specialization: mathematics

PERSONAL SKILLS

Mother tongue(s)

Slovak

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Master's Degree - English language and literature					
Arabic	B1	B1	B1	B1	B1
Czech	C2	C2	C2	C2	C1
German	B1	B1	A2	A2	A2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
[Common European Framework of Reference for Languages](http://europa.eu/curriculum-vitae/)

Communication skills Excellent communication and presentation skills gained through my experience as a language teacher

Computer skills Economic skills : Business Correspondence – advanced

Computer-user: Microsoft Outlook- advanced

Microsoft Word- advanced

Microsoft Excel- beginner

Internet- intermediate

Citrix – advanced

Lotus Notes – intermediate

CAT – Tools: MemoQ

Driving licence B

ADDITIONAL INFORMATION

AREAS OF SPECIALIZATION:

Business: marketing and promotional materials, brochures, presentations, product descriptions, press releases, business correspondence, corporate documents, website localisations, mobile phone applications, competition law guidelines, anti-bribery and fraud guidelines, E-learning projects

Law: contracts, competition law guidelines, anti-bribery guidelines

Natural sciences: mathematics, geology

IT: user manuals, instructions, software installation guides

Economy: Target2Securities, shares

Other areas: communication, cinema, art, HR

