

CURRICULUM VITAE

Name, surname Kristīne Balka

Year of birth 1989

City Sigulda

Phone +371 26459568

E-mail kristinebalka@gmail.com

Education

- 2021: **Coursera Professional Certificate; Google IT Support** (Included 5 courses)
- 2012 – 2014: **Ventspils University College**, Faculty of Translation Studies Professional Master's programme “**Translation of Legal Texts**”;
- 2008 – 2012: **Ventspils University College**, Faculty of Translation Studies, **Professional Bachelor, qualification – Interpreter/Translator, Level V qualification.**

Experience

- 2016 – now: self-employed
- 2021 – now: Sonkeigo LS International, **freelance translator**
- 2013-2014: SIA Hello, **English teacher**
- 2013: Synergium, **freelance translator**
- 2013- 2015: Language Master International, **freelance translator**
- 2010 – 2013: Ventspils Free Port Authority, **English teacher**
- 2012 – 2013: Children club "Tik Tak", **English teacher**
- autumn 2011: Internship in SDI Media Latvia, **translator**

Language skills

Latvian – native, **English** – fluent, **Russian** – good, **German** – basic knowledge.

Other

MS Word, Excel, PowerPoint etc.,
CAT tools:
Different online translation tools and
Translation Workspace XLIFF Editor
Trados Translators workbench 2007;
Transtool; SDL Trados Studio 2021

Language pairs LV-ENG, ENG-LV, RU-LV