

Martina Aster Kyjaková

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PROFESSIONAL EXPERIENCE

Freelance Translator

2013 - present

- o Translation, editing, proofreading
- o Fashion/apparel, marketing, web
- o IT, technical, EU documents
- o Trados, Memsource, MemoQ, XTM, Smartling

Solarwinds: Localization Engineer

Sept 2017 - 2020

Brno, Czech Republic

- o Managing translation and terminology projects
- o Preparing documents for translation (htmls, INDD)
- o Working with WorldServer

European Commission: Translator (Trainee)

March 2017 - July 2017

Luxembourg City, Luxembourg

- o Translated 425 pages, edited 57 pages across all departments

Moravia IT: Localization Engineer

November 2015 - February 2017

Brno, Czech Republic

- o Microsoft Cloud&Enterprise team
- o Reviewed the English source texts, tracked finance for projects.
- o Liaised with the MS writers to resolve **questions from translators**.
- o Contributed to expanding the product-specific glossaries.

Crimson Life Sciences: Translation Project Coordinator

2013 - 2014

Barcelona, Spain

- o Managed **translation projects** for class II and III medical devices.
- o Communicated with clients and vendors, worked with translation software.
- o Provided quotes and managed finances for projects

EDUCATION

Masaryk University: Bachelor's and Master's degree

Brno, Czech Republic

- o Master: English Language **Translation**
- o Master: **English** and **Spanish** Language and Literature
- o Bachelor: **English** and **Spanish** Language and Literature
- o Erasmus at Almería University

2012 - January 2016

2012 - July 2016

2008 - 2012

2011 - 2012

Bilingual grammar school

2003-2008

- o Subjects taught in Spanish, focused on **natural sciences**

Nitra, Slovak Republic

SKILLS

Languages:

Slovak native
Czech C2
English C2
Spanish C1

Computer skills:

CAT Tools: Wordfast, Trados Studio 2015, Memsource, Xbench, LEAF, MemoQ, Translation Workspace, etc.
IT: Programming in Java (beginner and intermediate), Android app development at czechITas.cz, Data Analytics - Google Career Certificate

Volunteering: Translated subtitles for TED Talks , Coached at **IT workshops** aimed at women, Translated for Greenpeace Slovakia