

## PERSONAL INFORMATION

**Jelena Basta**

📍 Žlebi 2, 51 000 Rijeka (Croatia)  
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✉ jelena\_basta@yahoo.fr

Sex Female | Date of birth 4 Jul 1984 | Nationality Croatian

## PREFERRED JOB

***Translator/Linguistic Assistant***

## WORK EXPERIENCE

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|-------------------------|---|
| May 2015–Present        | <b>Project Manager/Translator/Court Interpreter/Teacher/Owner</b><br>Basta, obrt za prevođenje i poduke, Rijeka (Hrvatska) / <i>Basta, Small Business for Translation and Teaching</i><br>-Court Interpreter<br>-Translator<br>-Teacher<br>-Project Manager |
| Jan 2012–Dec 2014       | <b>Project Manager/Translator</b><br>Lingua-Soft d.o.o., Rijeka (Croatian)<br>-Court Interpreter<br>-Translations of various terminology ( i.e. tourism, medical, education, business, etc.)  |
| Jan 2012–Dec 2014       | <b>Teacher</b><br>Lumen poduke, Rijeka (Croatia)<br>-Various teaching classes being language classes and instructions   |
| Sep 2011–Sep 2011       | <b>Translator</b><br>Pavuna d.o.o.<br>Nova ulica 4, Javorje, 10291 Prigorje Brdovečko/Brdovec (Croatia)<br>Translations of professional texts related to the train transport terminology  |
| 20 Mar 2011–25 Mar 2011 | <b>Translator</b><br>Pavuna d.o.o.<br>Nova ulica 4, Javorje, 10291 Prigorje Brdovečko/Brdovec (Croatia)<br>Translations of professional texts related to the train transport terminology  |
| Dec 2010                | <b>Translator and subtitles translator</b><br>City of Rijeka, Art Kino, Korzo 16, 51 000 Rijeka (Croatia)   |

Translation and subtitling of 5 films within the Contemporary Italian Film Festival

May 2010 **Translator and Subtitles Translator**  
Grad Rijeka, Art Kino /Art Cinema/ Croatia  
Korzo 16, 51 000 Rijeka (Croatia)  
Translation of 4 films within the Contemporary Italian Film Festival

Aug 2008 **Translator**  
*Queer Zagreb, Domino udruga (Domino Association)*  
Ožujska 9, 10 000 Zagreb (Croatia)  
Prevođenje tekstova u sklopu izložbe za Queer Zagreb

Jul 2007 **Reception Operator**  
*Istraturist, Atp Tumir Umag*  
Savudrijska Cesta bb, Umag (Croatia)  
Working in the Office Centre, Info Point, Accreditation issuances

#### EDUCATION AND TRAINING

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Oct 2015–present **Portuguese course**  
Klub Mladih /Youth Association/

Oct 2011–Jun 2012 **Court Interpreter for Italian, English and French Language**  
Association of Court Interpreters and Translators, County Court, Rijeka (Croatia)

2008–2011 **Dott.ssa Magistrale in Lingue e Letterature moderne** Master  
**/Master in Modern Languages and Literatures/**  
Facoltà di Lettere e Filosofia, Università di Trieste  
Androna Campo Marzio, 34127 Trieste (Italy)  
Class in American and French Literature, Analysis of Literary Texts

2003–2008 **Dott.ssa in Traduzione e Interpretazione** / Bachelor in  
**/Bachelor of Translation and Interpretation in English and French** Translation an  
**Language/** Interpretationd  
Scuola Superiore di Lingue Moderne in Traduzione ed Interpretazione, Università di Trieste  
Piazzale Europa 1, 34127 Trieste (Italy)  
Most various types of written and oral translations from English and French language to the Italian  
language and vice versa

15 Sep 2006–20 Dec 2006 Bachelor Programme  
Universite' de Mons-Hainaut  
Place du Parc 20, B7000 Mons (Belgium)  
Student Exchange Programme, Translation and Interpretation

1999–2003 Secondary  
School  
Education  
Prva riječka hrvatska gimnazija /First Croatian Lyceum in Rijeka/

Franje Kurelca 1, 51 000 Rijeka (Croatia)

**PERSONAL SKILLS**

Mother tongue(s) Croatian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C1
Italian	C2	C2	C2	C2	C1
French	C1	C1	C1	C1	B2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills After completed secondary school, I went to study abroad and was independent, and always had an opportunity to meet new cultures, and languages which contributed to the formation of my personality, and communicativeness, and tolerance.

Organisational / managerial skills Diligent, organized, persistent, and committed to work

Job-related skills -acquired experience in translating various texts concerning court interpreting  
 -experience in administrating office documentation

Computer skills Good knowledge of Windows, Ms Office and Internet

Other skills Photography, Travelling, Running, Skiing, Reading, Portuguese

Driving licence A1, B