

Ramona Rachita

1579 N Mitchell Canyon Rd. Clayton CA 94517
(925) 297-9344 mona_euro21@yahoo.com

OBJECTIVE: to enrich my world through language translations and interpretations.

EDUCATION

Master of Science, Health Care Administration

March 2016- August 2017

Cal State East Bay, Hayward, CA (GPA 3.78)

Master of Art, Orthodox Christian Studies

January 2011 – May 2015

Graduate Theological Union, Berkeley CA (GPA 3.45)

Bachelor of Art, English Literature and Culture, Orthodox Theology

September 2000 – May 2004

Babes-Bolyai University, Cluj-Napoca, Romania

Certificate of Graduation, Business English and French Translations and Interpretations

September 1998 – June 2001

Phoenix Language Institute, Cluj-Napoca, Romania

High School Diploma, Foreign Languages: English and French Culture and Civilization

September 1994 – June 1998

Avram Iancu HS, Cluj-Napoca, Romania

PROFESSIONAL EXPERIENCE

Freelance Translator for “Language People” Napa, CA Jan 2019 - present

Editor and proofreader for “Miorita” Romanian Magazine Jan 2015- Dec 2019

Freelance Certified Translator and Interpreter for English and French Jul 2002 – present

Freelance tutor for French AP, C-BEST, TOEFL Sept 2010 – Dec 2016

Future Colours Corp., Clayton CA April 2009 – present

Executive Director and Administrator

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VOLUNTEER EXPERIENCE

Holy Resurrection Orthodox Church, Hayward, CA <u>Pro-bono translator of various religious texts and music</u>	Mar 2018 – present
St. Demetrios Orthodox Church, Concord, CA <u>Pro-bono translator of various religious texts and music</u>	April 2012 – Feb 2018
Vitas Care, Walnut Creek, CA <u>Translator for patients and office work volunteer</u>	Feb 2011- Nov 2012

CERTIFICATES

January 2015 ProZ.com member

May 2002 License of certified translator issued by The Department of Justice, Bucharest, Romania

March 2001 DALF (Diplome Approfondi de Langue Française) issued by Centre Culturel Français, Cluj-Napoca Romania

SKILLS

Microsoft Suite, MAC.

HOBBIES

Teaching French and ESL, test preparation, tennis, volunteering.