

# Svetlana DeGrey

Dayton, OH (513) 444-5146 svdg7@yahoo.com

## QUALIFICATIONS PROFILE

A Russian and Ukrainian Linguist with over 20 years of experience and expertise in interpretation, translation and transcription of audio and written text. Major strengths include the ability to translate detailed and technical communications into English and Russian with a high degree of accuracy and adherence to the style and subject matter dependent nuances of the original content. Possess an excellent command of grammar, colloquialisms and idioms that span Russian, Ukrainian, and English languages. Understand the cultural, social and political environments that have existed at different times in Russia and Ukraine. Successfully perform under pressure meeting tight deadlines without compromising product quantity or quality. Able to work alone or in a diversified team setting equally well. Core competencies include:

- |   |   |
|---|---|
| <input type="checkbox"/> Translation              | <input type="checkbox"/> Terminology management |
| <input type="checkbox"/> Interpretation           | <input type="checkbox"/> Process improvement    |
| <input type="checkbox"/> Transcription            | <input type="checkbox"/> Data analysis          |
| <input type="checkbox"/> Summarizing and triaging | <input type="checkbox"/> Marketing              |
| <input type="checkbox"/> Editing and proofreading | <input type="checkbox"/> Project management     |

## PROFESSIONAL BACKGROUND

### **Russian Interpreter**

AMN Healthcare Language Services

10/01/2016 - present

- Perform telephonic interpretation in the healthcare, legal, and social services fields.

### **Russian Interpreter**

Fluent Language Solutions, Language Line, Cincinnati, OH

12/2016 - present

- Perform in-person interpretation in the healthcare and social services fields.

### **Russian Interpreter and Translator**

Language Bank, Cincinnati, Ohio

05/2013 - present

- Perform in-person and telephonic interpretation in the healthcare and social services fields.
- Translate documents.

### **Russian Linguist**

Mission Essential, Air Force Research Laboratory, WPAFB, Dayton, OH

06/2015 – 10/2016, 02/2017 - 04/2017

- Transcribed Russian and Ukrainian media with 100% accuracy.
- Translated Russian open source technical, scientific, commercial, information technology material that include intricate, conversational, and technical language into English.
- Performed internet research.
- Created and updated glossaries of technical and vernacular terms.
- Reviewed translated documents for accuracy and completeness.
- Set standards for transcription of Russian and Ukrainian media.
- Trained new linguists on the use and best practices of transcription software.

**Sales Representative, Translator**

Global InterMed, Cincinnati, OH

2011 – 2015

- Managed sales of medical equipment and instruments in the Cincinnati region, Ohio.
- Translated documents into Russian and English.

**Master Data Analyst**

Sun Chemical Corp., Cincinnati, OH

2007 - 2008

Created and maintained:

- Procurement Master Data elements - vendor master, material master - raw materials, information records, consignments;
- Plant Data elements - produced/purchased materials, resources, product hierarchy, Bill of Materials (BOM's), Master Recipes, SPKs and Routings;
- Customer Master Data elements - customer master and credit data;
- Human Resource Master Data elements - organizational unit, positions, jobs, vacancies, and employee data audits;
- Finance Master Data elements – cost and profit centers, general ledger accounts, assets, bank master, company codes and internal orders.

**EDUCATION**

Master of Business Administration

Moscow State Mining University, Russia, 1999

**ADDITIONAL TRAINING**

Microsoft Office, SDL Trados, Wordfast.