

Sara Vujadinovic



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Summary

I am a translator and language teacher who is currently self-employed doing ad hoc translation work and one to one private lessons. I use my knowledge of languages for translation specifically in the realms of marketing, legal and literary translation. I have applied my knowledge of language to international business management and economics in full time roles at Alrbnb and Centro Europeu de Línguas. I'm an ambitious team player who is looking to use their skills in an international forward looking company.

WORK EXPERIENCE

01.02.2020. - current **Freelance translator and language teacher**

Constant Quality Translations; SPS Traducoes; individual clients. Working as a translator in different projects.. Meeting deadlines and the expectations of the client. Also, giving private language classes of different languages, and teaching in different languages.

22/07/2019–25/12/2019 **Business and customer advisor on Airbnb, Italian market**

Sitel, Lisbon (Portugal)

Consulting Italian businesses and customers with different issues, respecting the voice and politics of Airbnb.

01/09/2018–04/10/2018 **English language teacher**

C.E.L. Centro Europeu de Línguas, Lisbon (Portugal)

Adjusting the program and teaching different groups of students, different levels and different nationalities, during the intensive course.

01/05/2014–01/04/2018 **Advertising copywriter, freelancer**

McCann, Podgorica (Montenegro)

Making part in marketing campaigns, writing blogs in English and Serbian.

01/07/2013–01/06/2017 **Translator**

Arkaz General, Trst (Italy)

Translating the legal documents received from the manager of the company - from Italian to Serbian/English

15/01/2015–01/10/2015 **Assistant in accounting and administration**

Kodar engineering, Podgorica (Montenegro)

Assisting in administrative and accounting responsibilities.

01/06/2012–15/08/2012 **Website content developer and copywriter**

Acontermica, Malaga (Spain)

Maintaining and updating the web site of the company, in Spanish and English

15/11/2011–25/05/2012 **Advertising sales agent**

Fastweb, Podgorica (Montenegro)

Advertising products to potential Italian customers via phone or e-mail (internet and telephone packages)

01/11/2009–30/12/2009 **Database creator**

In Your Pocket (city guides in Serbian, English, Italian), Podgorica (Montenegro)

Working on constructing the database about Podgorica; writing some of the texts of the guidebook.

01/09/2008–01/06/2011 **Marketing promoter**

Incognito, Podgorica (Montenegro)

Advertising different products and events

EDUCATION AND TRAINING

01/09/2016–29/10/2018 **Master degree in Performing Arts**

University "Nova" FCSH, Lisbon (Portugal)

Theory, History, Philosophy and practice in Performing Arts and Theater

01/10/2015–30/06/2016 **Erasmus exchange student of Master studies**

University "Nova" FCSH, Lisbon (Portugal)

English and American literature and culture

01/03/2014 **IELTS diploma for English language**

Glasgow Caledonian University, Glasgow (Scotland)

General advanced English (speaking, listening, reading, writing)

01/09/2008–25/03/2013 **Degree in Economics**

University of Montenegro, Podgorica (Montenegro)

Macroeconomics, Microeconomics, Statistics, Financial mathematics, Accounting, Marketing, European Economic integrations (240 ECTS).

01/09/2004–15/05/2008 **Degree Luča (highly valued highschool degree)**

Gymnasium "Slobodan Skerovic", Podgorica (Montenegro)

Social-lingual department of studies.

PERSONAL SKILLS

Mother tongue(s) Serbian, Montenegrin, Bosnian, Croatian

Foreign language(s)

	Listening	Reading	Spoken Interaction	Spoken Production	Writing
English	C2	C2	C2	C2	C2
IELTS, Master studies of English and American literature					
Italian	C1	C1	C1	C1	C1
Spanish	C1	C1	C1	B2	B1
Portuguese	C1	C1	C1	C1	C1

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

01.09.2008.-current **Extra curricular**

Choreographer and performer in the projects of dancing theatre