

Ljiljana Madzarac

An experienced and multilingual freelance translator & proofreader with a university degree in business administration and more than 15 years of experience in translating various topics, from business to legal, precise and punctual, creating and delivering formatted outputs ready for a client.

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Date of birth: 11.12.1972
Marital status: not married

WORK EXPERIENCE

Legal

German to English, translation

- T. GmbH + Co. KG Projekt LL Änderungsbescheid Laufzeitverlängerung (Jan 2020, 0.5k words)
- T. GmbH + Co. KG Projekt LL Bescheid Verwendungsnachweis (Jan 2020, 1.1k words)
- T. GmbH + Co. KG Projekt LL Zuwendungsbescheid / Nebenbestimmungen und Hinweise incl. forms & specimen (Jan 2020, 25.1k words)
- T. GmbH + Co. KG Projekt R Zuwendungsbescheid (Jan 2020, 3.2k words)
- T. GmbH + Co. KG Projekt A Zuwendungsbescheid (Jan 2020, 2.6k words)
- T. GmbH + Co. KG Projekt A Änderungsbescheid Laufzeit Umwidmung (Jan 2020, 0.9k words)
- T. GmbH + Co. KG Projekt A Information Verwertung (Jan 2020, 0.6k words)
- Auszug aus dem Urteil der I. zivilrechtlichen Abteilung i.S. Bank X. AG gegen Y. Ltd (Beschwerde in Zivilsachen) 4A_13/2012 vom 19. November 2012 (Jan 2020, 1.1k words, partial)
- Anwälte D Beschwerde gegen Ihre Verfügung (Dec 2019, 0.9k words)
- Anwälte D Strafanzeige (Dec 2019, 1.3k words)
- Staatsanwaltschaft K Verfügung (Dec 2019, 0.9k words)

Croatian to English, translation

- BB Obrazloženje u ostavinskom postupku (May 2019, 1.3k words)

Technical & IT

English to Serbian, proofreading

- PMI COI OST (Dec 2019, 2.0k words)
- PMI COI VO Script (Dec 2019, 1.5k words)

German to English, translation

- Lieferung für die Erneuerung der Ferrocarrils de la generalitat de Catalunya Sant Joan Seilbahn-Steuerung und Antrieb - Technische Anleitung - (Nov 2016, 6.0k words)
- I. Technologies AG Korrespondenz bezüglich der technischer Themen (Jan 2016, 75k words)
- Technical documentation for patent registering (Jan 2016, 7.1k words)

TRANSLATION FIELDS

Business & Finance, Marketing & Sales, Legal, Technical, IT, General, Employment related documents, Certificates

LANGUAGES

German – C2
English – C2
Croatian – native language
Serbian – native language
Bosnian – native language
Montenegrin – native language

CERTIFICATION

Business English C2 —
Vodnikova-foreign language school, Zagreb (Croatia)

Business German B2 — Dunjko
- private foreign language school, Zagreb (Croatia)

RATES

0.03-0.10 USD per word / 15-20 USD per hour depending on the volume, complexity and deadlines; translation includes formatting of a text in line with the original text

Accepted payment method:
PayPal

Accepted formats: .doc(x), .pdf, .xls(x), Omega-T

Business & Finance

English to German, translation

- Conflict Management (Jan 2020, 11.6k words)

German to English, translation

- I. Technologies AG unterschiedliche Finanzdokumente (Jan 2016, 80k words)

Sales & Marketing (Croatian to English and/or German / English and/or German to Croatian)

- various official documents for own professional purposes (training materials, presentation of various projects) during my employment for various companies (in period 2000-2019)
- correspondence (in period 1996-2000)

Employment related Documents (Croatian to English and/or German, in period from 2005-2020)

- CVs of various persons including myself (various combinations, mainly from Croatian to English and/or German)
- Cover Letters of various persons including myself (various combinations, mainly from Croatian to English and/or German)

EMPLOYMENT

Mativa GmbH, Wuppertal / Bochum (Germany) — Business Development Manager DACH (December 2016–April 2019)

Energizer GmbH, Erkrath (Germany) — Category Manager DACH (November 2015–November 2016)

Nestle Adriatic, Zagreb (Croatia) — Category and Channel Sales Development Manager Adriatic (December 2009–November 2015)

Atlantic Group, Zagreb (Croatia) — Trade Marketing- / Key Account Manager (Feb 2005–Dec 2009)

Henkel Croatia, Zagreb (Croatia) — Category- / Key Account Manager (Mai 2000 - Jan 2005)

Regoc, Zagreb (Croatia) — Sales / Marketing / Correspondence (Sep 1996–Mai 2000)

Si-Line, Sisak (Croatia) — Administration (1995-1996)

EDUCATION

University of Zagreb, Faculty of Economics & Business, Zagreb (Croatia) — Master of Economics (mag. oec.)

October 1991–September 1995

- Study area: International Trade

OTHERS

Driving licence–class B

Nationality–croatian

Volunteer work–Clothing room (regular basis); member of election board (EU election in May 2019; appointed for local election in Sep 2020)

Hobbies–Music, room plants cultivation, making cosmetic products for own use, psychology, photography going in the theater and planetarium