

Ksenia Grebenikova

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Summary

Language specialist with university degree in Translation and Interpreting and excellent knowledge of the Russian language, including special training on professional editing and linguistic review. Besides Russian I speak fluent English and Spanish and have basic knowledge of German.

I started working as a freelancer in 2011 and since then I have participated in many projects as translator, transcriber, subtitler, template editor, proofreader and QC specialist mainly focusing on AVT (translation of subtitles from English and Spanish into Russian).

I can work effectively, both in team and individually, in multinational environments, manage several projects at the same time, give priorities and manage intense workflow, meet deadlines and maintain confidentiality. I am attentive to details and have good problem solving abilities, possess excellent verbal and nonverbal communication skills, can work under stress calmly and always do my best to ensure the best result possible.

I am always ready to join new projects and get new experience.

Experience

Freelance Audiovisual Translator and QCer

TVT Media

Oct 2018 - Present (4 years 3 months +)

Translation of subtitles from English into Russian.

Freelance English to Russian Translator

ZOO Digital Group plc

Oct 2017 - Present (5 years 3 months +)

Translation of subtitles from English into Russian.

English to Russian Translator (Subtitles)

Rev

Aug 2018 - Present (4 years 5 months +)

Subtitling Conformer

sferastudios (now part of Deluxe Entertainment Services)

Oct 2017 - Dec 2020 (3 years 3 months)

Freelance Translator

Bureau Works

Jun 2017 - Dec 2020 (3 years 7 months)



Freelance Transcriber and Template Editor

Sigma AI

Oct 2018 - Nov 2018 (2 months)



Freelance English to Russian Translator

Lilt

Dec 2017 - Oct 2018 (11 months)



Freelance Russian to English Translator

Babbletype

Sep 2017 - Oct 2018 (1 year 2 months)

Translation of audio recordings from Russian into English in compliance with the company rules.



English to Russian Translator

MotaWord

Sep 2017 - Oct 2018 (1 year 2 months)

ALS Freelance English to Russian Translator

ALS.ltd

May 2017 - Oct 2018 (1 year 6 months)



Localization Project Manager (Freelance)

Acclaro

Sep 2011 - Jul 2018 (6 years 11 months)

Linguistic review and quality assurance of marketing and training materials (IT field).

Education



Universidad Nacional de Educación a Distancia - U.N.E.D.

Bachelor's degree, English Language and Literature/Letters

2019 - 2023

College of Ministry of Foreign Affairs of Russia, Moscow

Specialist in Document-based Support for Management and Archivist, Administrative Assistant and Secretarial Science, General

2005 - 2007



Moscow Pedagogical State University

Educational Psychology and The English Language

1999 - 2002

Licenses & Certifications



Zertifikat Deutsch - Goethe-Institut e.V.

Skills

Translation • Editing • Document Review • Legal Translation • Software Documentation •
Proofreading • Office Administration • Localization • Invoicing • Administrative Assistance