



## Olena Kirkicha

Nationality: Ukrainian

Gender: Female

### CONTACT

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<https://www.proz.com/translator/2538082>

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### WORK EXPERIENCE

01/02/2021 - CURRENT

#### Translator

Freelance

EN-UA Subtitle translation of visual content (docuseries and films) for an international streaming platform

Arts, entertainment and recreation

01/03/2017 - CURRENT

#### Translator

Translated.net

English and Spanish to Russian translator and editor

Rome, Italy

01/03/2017 - CURRENT

#### Translator

Freelance

English/Spanish to Ukrainian/Russian translator and editor <https://www.proz.com/translator/2538082>

06/06/2006 - 03/01/2017

#### En/Es-Ru/Ua Translator, interpreter, project manager

GSC Limited Co.

Senior Project Manager

Subjects: civil construction, power generation, mechanical, electrotechnical, legal, marketing, medical, general

- Foreign projects coordination
- Translation of bid docs, technical specs (English, Spanish)
- Communication with foreign counteragents (English, Spanish), incl. abroad
- Translation of legal documents for notarial certification
- Interpreting during business meetings

Zaporizhia, Ukraine

09/04/1998 - 06/06/2006

#### Translator

Zaporozhtransformator Factory

En/Es - Ru/Ua Translator, Interpreter:

Subjects: power generation, electrotechnical, legal, general

- Translation of bid docs, technical specs (English, Spanish)
- Correspondence with foreign counteragents (English, Spanish)
  - Interpreting during business meetings

Zaporizhia, Ukraine

### EDUCATION AND TRAINING

01/09/1993 - 30/06/1998 - Zaporizhia, Ukraine

#### Master's Diploma in Languages and Translation

Zaporizhia National University

General: English and Linguistics

Occupational: translation and interpreting skills, perfect command of grammar, perfect writing skills, knowledge of specific terminology in power sector, patents, law and business.

Master's Degree

05/02/2001 – 16/02/2001 – Barcelona, Spain

## Certificate in Spanish Language

Enforex

General: Spanish

Occupational: translation from Spanish to Ukrainian and Russian

## LANGUAGE SKILLS

**MOTHER TONGUE(S):** Ukrainian | Russian

**OTHER LANGUAGE(S):**

**English**

**Listening**  
C1

**Reading**  
C2

**Spoken  
production**  
C1

**Spoken  
interaction**  
C1

**Writing**  
C1

**Spanish**

**Listening**  
B2

**Reading**  
B2

**Spoken  
production**  
B2

**Spoken  
interaction**  
B2

**Writing**  
B2

## ORGANISATIONAL SKILLS

### Organisational skills

good managerial skills gained through my experience as project manager

## COMMUNICATION AND INTERPERSONAL SKILLS

### Communication and interpersonal skills

- good communication skills gained through my experience as project manager
- quick responsiveness to employer's needs

## JOB-RELATED SKILLS

### Job-related skills

- High responsiveness, due diligence, attention to detail, eagerness to learn and develop, punctuality, accuracy, good time management
- Available for freelance, have done numerous subtitle translations of docuseries and films as well as written translations in law, marketing, medical, power sector for international clients via various vending platforms
- Excellent English, fluent Spanish
- Perfect command of the Russian and Ukrainian languages (these are my native languages)
- Excellent writing skills and command of grammar
- For sample translations, refer to my ProZ.com profile: <https://www.proz.com/translator/2538082>
- Notarized translations available for legal purposes (have got certification in a notary's office)