
Réka Zita Bak-Hajós

H-1047 Budapest, Mildenerger u. 1.
reka.bak.hajos@gmail.com; +36 70 626 35 77



Professional Summary

As a dedicated and professional translator, my aim is to be precise, thorough, to keep deadlines and to create vivid translations that are in compliance with the rules of the target language and the vocabulary of the given subject matter.

Given my work experience with the development policy of the European Union and other international institutions as well as my degree in economics, I would welcome the translation of texts related to business, marketing, development policy and economics. However, as in my previous jobs I was dealing with issues of human sciences (education, health care, social policy), I am willing to translate documents of these and of course I am open to other, new topics as well, like technical documents and e-learning materials, presentations. I quit my previous job and decided to be engaged with my new profession because translation for me means being creative within boundaries, gaining knowledge and organising my own time.

Work Experience

Freelance Translator

2018-present

English-Hungarian translations

- technical documents, operations manuals, manuals of equipment of the printing, automotive, IT, food, laboratory and medical equipment industry; documents of household appliances ranging from kitchen equipment to other electrical devices (700,000 words)
- business-related documents (presentations, company newsletters, brochures, privacy statements, internal guidelines, policies) of leading companies of the automotive and transportation industry, as well as of the chemical and energy industry (400,000 words)
- e-learning materials of leading commercial and service-provider multinational companies (100,000 words)
- texts of apps, guidelines, e-learning materials, training guidelines related to UEFA and UEFA EURO 2020 (26,000 words)
- brochures, newsletters and articles related to cryptoassets (100,000 words)
- marketing-type documents of the tourism and the manufacturing industry (120,000 words)
- articles on fashion marketing, climate change, and the future of the shipping industry (50,000 words)
- EU-related articles and amendments, Q&As (68,000 words)
- agreements and general terms and conditions (30,000 words)
- letters related to criminal proceedings (5,000 words)

Proofreading

- agreements related to the research of medicines (110,000 words)
- technical documents (30,000 words)
- EU-related articles (18,000 words)
- descriptions of sub-funds (15,000 words)

Languages

- Native language: Hungarian
- English language level C2
- German language level B1

Computer Literacy

- SDL Trados Studio 2021
- MemoQ 8.2
- Microsoft Office

Other Skills

- Driving license (1997)
- Driving license for sailing boat and motorboat (2003)

Strengths

Punctual, reliable, precise, able to work under stress, strong organisational skills

Interests

- sailing, swimming
 - travelling, hiking
 - literature
-