



Europass Curriculum Vitae



Personal information

First name(s) / Surname(s) **Vanushka Hristova Koleva**
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Varna 9020 Bulgaria
Telephone(s) Mobile: +359 / 888882123
E-mail v.koleva54@abv.bg
Nationality Bulgarian
Date of birth 11th August 1954
Gender Female

Work experience

Dates	1.09.2011 - now
Occupation or position held	Translator, article copywriter
Main activities and responsibilities	translate from/into English and French language; writing articles work from home
Dates	01/10/2003 - 31/08/2011
Occupation or position held	Lecturer
Main activities and responsibilities	Teaching English to university students. I was responsible for the FLT to part-time students at VFU
Name and address of employer	Varna Free University - Varna, Bulgaria
Type of business or sector	Education
Dates	01/08/2001 - 31/08/2002
Occupation or position held	Teacher
Main activities and responsibilities	Teaching French to High school students.
Name and address of employer	McEntee School, London, Great Britain
Type of business or sector	Education
Dates	01/09/1993 - 31/08/2001
Occupation or position held	Head teacher
Main activities and responsibilities	I was responsible for advertising, enrollment, teaching foreign languages and computer science to children, teenagers and adult learners in a language school
Name and address of employer	"Europe" schools- language chain, town of Razgrad, Bulgaria
Type of business or sector	Education

Dates 01/09/1980 - 31/08/1993
 Occupation or position held **Teacher**
 Main activities and responsibilities Teaching French and English language to young learners (7-14 year-old)
 Name and address of employer **Middle School Vasil Levsky, town of Razgrad, Bulgaria**
 Type of business or sector Education

Dates 01/09/1977 - 31/08/1980
 Occupation or position held **Teacher**
 Main activities and responsibilities Teaching French language to teenagers
 Name and address of employer **Secondary Technical school of Chemistry and Bio-technologies**
 Type of business or sector Education

Additional work experience 2005 - now Translator and Interpreter for REA Ltd. - Varna
 Feb.- May, 2002 Interpreter and translator for a Project of EU in London, UK
 1992 – 2001 Translator and interpreter for Chamber of Commerce and Agriculture- Razgrad

Interpreter at the companies “Pilko” and “Tzaramil” in Razgrad (1994-1996); for a group of businessmen at an International Trade Fair in Romania (May, 2000); for Bulgarian national team of Boule in Italy (Oct.1999) for Bulgarian young chess team at International Tournament in Germany (July, 1991)

Summer School teacher and group leader for young English learners: London, U.K (August, 2002); Borovetz (July,1998; 2000), Oxford - U.K. (July,1999)

Education and training

Dates 15/09/1973 - 30/06/1977
 Title of qualification awarded Teacher in French and English language and literature
 Principal subjects/occupational skills covered French and English languages
 Name and type of organisation providing education and training Veliko Tarnovo University “St. Kiril & Metodii” – town of Veliko Tarnovo, Bulgaria
 Level in national or international classification Master degree

Dates 15/08/1968 - 30/06/1973
 Title of qualification awarded Secondary education
 Principal subjects/occupational skills covered French and English languages
 Name and type of organisation providing education and training French Language School “Fr. J. Kurie”, town of Varna, Bulgaria
 Level in national or international classification Secondary education

Personal skills and competences

Mother tongue(s) **Bulgarian**

Other language(s)

Self-assessment
European level ()*

English
French
Russian

Understanding		Speaking		Writing	
Listening	Reading	Spoken interaction	Spoken production		
C1	C1	C1	C1	C1	C1
C1	C1	C1	C1	C1	C1
B2	B2	A2	A2	B2	B2

(*) *Common European Framework of Reference for Languages*

Social skills and competences	Excellent skills for work in a team and multinational area acquired from my work as a teacher in the country and abroad, as a group leader of groups of students studying English at summer schools in England (Oxford,1998; London,2002)
Organisational skills and competences	Excellent Organisational skills and competences acquired from my work as a Head teacher and a professor responsible for FLT to part-time students
Computer skills and competences	MS Office - Word and Excel
Additional information	Accurate, responsible and reliable person