

PERSONAL INFORMATION



Oleksandra Liedovska

Location: **Kharkiv, Ukraine**

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PROFESSIONAL SUMMARY

Experienced and passionate about translation tasks linguist dealing with all sorts of texts (especially good at marketing field). Overseeing layout and consistency, keeping the main message of source text while strictly following readability and style of Ukrainian/Russian languages. Looking for a challenging position to keep existing skills and gain new experience and knowledge.

KEY SKILLS AND COMPETENCIES

- Strong skills in spotting mistakes of comprehension, consistency, improving style of both Ukrainian and Russian languages
- Translating from English to Ukrainian and Russian
- Experienced with CAT-tools and required programs (SDL, MemoQ, Flipstt, MemSource, Accross, Verifica, Language Toolbox, Xbench, Adobe Acrobat, Jira)

LANGUAGES

English ->Ukrainian *and* Russian (*native bilingual proficiency*)

WORK EXPERIENCE

2019–Present

Freelance translator, editor

- Translating
- Language reviewing
- Proofreading

10/2016–2020

Language lead

Kenaz translations, Kharkiv (Ukraine)

- Editing (correcting mistakes of comprehension, inconsistencies, incorrect terms pickup, improving style)
- Linguistic sign-off & quality assurance (internal/external QAs, looking after final projects quality)
- Proofreading
- Translating
- Mentoring of junior editors

- Stylistic instruction development

10/2013–10/2016

Proofreader

Kenaz translations, Kharkiv (Ukraine)

- Proofreading (checking consistency, Grammar, punctuation, style, usage of glossary terms)
- Linguistic sign-off & quality assurance (external QAs, looking after final projects quality)
- Glossaries preparation
- Participation in styleguides development and project instructions

07/2012–10/2013

Project manager

The Golden Pages, Kharkiv (Ukraine)

- Selling advertising spaces
- Managing the publishing operation
- Selling the end product and providing delivery process

2010–2013

Editor

Oykumena, LTD.

- Proofreading and editing documentation and literature
- Assign ISBN numbers and managing the publishing operation
- Verification of makeup dummy
- Coordinating of typesetters work

Copywriter

A part-time job for various sites.

Journalist

A part-time job for some newspapers.

EDUCATION AND TRAINING

2018–Present

English school "Professional"

09/2006–06/2011

V. N. Karazin Kharkiv National University

Holder of Master's degree in Ukrainian philology

09/2006–06/2011

V. N. Karazin Kharkiv National University

Holder of Bachelor's degree in Journalism

HOBBIES

Psychology, marketing, climbing, windsurfing, snowboarding, motorsports.