





## Sona Petrosyan

Date of birth: 04/09/1990

### CONTACT

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### WORK EXPERIENCE

**10/2018 – CURRENT** Santa Monica, United States

**Freelance translator** Deluxe Localization SFERA

- Provide review and verification of translation work as required;
- Apply language skills such as grammar, syntax, semantics, style and appropriate terminology in translating subtitles;
- Provide translation services on a regular basis.

**Address** 2001 Wilshire Blvd, Santa Monica, United States | **Website** <https://www.sferastudios.com/>

**06/09/2023 – CURRENT**

**Interpreter** The Ministry of Foreign Affairs

- interpreting interviews, hearings, and filling out forms for immigration
- providing interpretation services for immigrant clients who are appearing in an immigration case

**02/02/2022 – CURRENT**

**Remote interpreter** Jeenie company

- different medical services, like physician offices, nursing homes, and mental health clinics.
- conveying medical information to patients in an understood language, as well as informing healthcare professionals
- interpreting interviews, hearings, and filling out forms for immigration

**02/2018** Trieste, Italy

**Hostess** Trieste Film Festival

- Welcome guests to the venue;
- Provide accurate information about the film festival schedule and events;
- Escort customers to assigned event halls, dining or bar areas.

**02/2016 – 12/2016**

**Community Manager** Project Management Center (PMC co-working space)

- Update and add new content to social media platforms;
- Desk and event rental management;
- Relationship management and communications with current and potential clients;
- Support, create, develop and assemble events, meetings, and conference materials.

**06/2016 – 09/2016**

**Intern/Translator** Panorama.am news web-site

- Translating and editing of selected news items, stories, and reports published;
- Translating from Armenian/Russian into English and from English into Armenian/Russian articles, reports and analyses on the political, economic, and social issues.

**12/2015 – 01/2016**

**Guide/Interpreter** “Bal Robotov” international exhibition in cooperation with Ameria bank

- Play an active role in the welcoming and safekeeping of all visitors at the exhibition;

- Communicate with people from different countries, of different age groups and languages;
- Give tours of the facility and communicated technical information to a wide audience.

**11/2014 – 04/2015**

● **Operator/Translator** BetConstruct software development company

- Answer all external and internal phone calls;
- Give necessary information about company's products, new offers and services;
- Solve customer's issues at first contact and transfer non-resolved problems as complaints to troubleshooting supervisor;
- Inform customer about complaint status and resolution.

**12/2013 – 10/2014**

● **English Language Instructor** Global Bridge Educational Centre

- Prepare individualized education plans aligning with students' needs and interests;
- Develop syllabus and curriculum, and selected instructional material and tasked assignments to reinforce students' comprehension of material;
- Conduct educational assessments to identify educational needs;
- Coach students to strengthen grammar, spelling, paragraph writing, creative writing, and essay writing skills.

**11/2013 – 03/2014**

● **Translator** Self-employed

- Provide translations for various Russian companies related to the industry of tourism, law and technology;
- Translation of documents/letters from Russian into English and vice versa;
- Researching legal & technical phraseology to ensure the correct translation is used.

**10/2011**

● **Volunteer Interpreter/Guide** 7th International Film Festival, Armenian Foundation of Cinema and TV Rolan Bykov Foundation

## EDUCATION AND TRAINING

**09/2008 – 05/2013** Yerevan, Armenia

● **Master's degree in Linguistics in the field of "Theory and Methods of Teaching Foreign Languages and Cultures"; Diploma with honours** Russian-Armenian (Slavonic) State University

Teacher training and education science; Thesis Title: Women's Fiction in Victorian England. The Meaning of Style

Website <http://international.rau.am/eng/>

**10/2012 – 12/2012**

● **Intercultural communication course** Exchange program of Tolyatti State University with Truckee Meadows Community College (US, Nevada)

**10/2012**

● **Presenter** Annual Student Conference regarding "Bridging Cultures through Teaching and Learning"

**04/2017 – 01/2018** Trieste, Italy

● **Italian language certificate** Istituto Venezia

## LANGUAGE SKILLS

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

## Other language(s):

### English

**Listening** C2

**Reading** C2

**Writing** C2

**Spoken production** C2

**Spoken interaction** C2

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### Italian

**Listening** C2

**Reading** C2

**Writing** C2

**Spoken production** C2

**Spoken interaction** C2

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### German

**Listening** C1

**Reading** C1

**Writing** C1

**Spoken production** C1

**Spoken interaction** C1

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### Persian

**Listening** A2

**Reading** A2

**Writing** A2

**Spoken production** A2

**Spoken interaction** A2

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*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## COMMUNICATION AND INTERPERSONAL SKILLS

### ● **Communication and interpersonal skills**

- excellent communication and analytical skills gained through my experience as Community Manager and Interpreter;
- ability to analyze and solve problems in complex, work independently and within a team;
- always striving to improve and willing to learn.