



Dunja Vincetić

TEACHER & TRANSLATOR



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Zagreb / Osijek, Croatia



patrilles-translations.com

SKILLS

- good time management
- organization
- a fast learner
- adaptability
- communication
- teamwork
- high computer skills (Microsoft Office (advanced), Adobe Photoshop (fairly skilled))

EDUCATION

MASTER'S DEGREE (2019-2022)

Faculty of Humanities and Social Sciences, Zagreb, Croatia

- **Art History & Italian Language and Literature**

BACHELOR'S DEGREE (2016-2019)

Faculty of Humanities and Social Sciences, Zagreb, Croatia

- **Art History & Italian Language and Literature**

HIGHSCHOOL (2012-2016)

II. gymnasium Osijek, Osijek

- **a language gymnasium (focus on English, German, Italian, Latin, and Croatian)**

Passionate about translation, teaching, reading, and learning new things. Working primarily in the fields of literary, tourism and academic translation. Patient, meticulous, creative and organized.

EXPERIENCE

TRANSLATOR & TEACHER

Patrilles & Convomentum (sole proprietorship), Zagreb, Croatia
2021 - Present

- Proofread a poetry volume (IT)
- Translated a marketing article about a big Casino event in Opatija (EN > IT)
- Collaborated with the Croatian author Matea Čvagić Prašnjak on the translation of her 300+ pg. fiction novel from (CRO > EN; *31 Fields; 31 nogometni teren*)
- Translated the autobiography of Draško Regul, a man whose stroke in the early 2000s left him locked inside his own body (*bLISs; bLISanje*)
- Translated three Art History master's theses summaries (HR>EN)
- Translated a short text regarding tourism and construction in Novigrad, Istria
- Translated a few articles regarding art history from the Croatian magazine *Peristil* (on own initiative)
- Currently organizing programs for conversational English lessons & working on a translation

ENGLISH TEACHER

Helen Doron English Medveščak, Zagreb, Croatia
2021 - 2023

- Working with children from the ages of 6 months to 15 years. Creating lesson plans for each class, preparing big and crafty props and thinking of creative ways to engage children while making sure they have fun.
- Communicating with parents and clients and keeping check on administrative tables and files regarding the whole school and organizing events for children

LANGUAGES

- Croatian (Native)
- English (C2 / Bilingual)
- Italian (C1)
- German (A1 / A2)

HOBBIES & INTERESTS

- Reading (approx. 50 books per year)
- Writing (novels & short stories)
- Painting (oils & acrylics)
- Synthesizer
- Watching Formula 1
- Nature

ADDITIONAL EDUCATION, WORKSHOPS, & CERTIFICATES

- **Literary Translation Workshop** at DHKP; Croatian Literary Translators Association (Zagreb, October-November 2023)
- **Week-long Education in Italian and Art History** (Siena, 17-21 July 2023)
- **Machine Translation and Post-Editing Course** (issued by RWS Group in April 2023)
- **C2 Level English** (issued by Vodnikova foreign language school in Jan 2023)
- **Translab italiano-croato** (literary translation workshop, Zagreb, March-November 2022, working on the translation of *Cole Tiger e l'esercito fantasma* into Croatian)
- **TTC** (Teacher Trainer Course; August 2021, international Helen Doron English diploma)

ITALIAN AND ENGLISH TEACHER

“Sunčeko” Kindergarten, Zagreb, Croatia

2020 - 2021

- Working with kindergarteners and pre-schoolers, teaching them Italian and English through the use of flashcards, songs and kinetic activities

BARTENDER & WAITER

Wine Bar “Stephanie” & Casino Paris, Opatija, Croatia

2018 - 2019

- A fast-paced job in a casino bar, working day and night shifts as a summer job for a few summer seasons

SALESPERSON

“La Borsa” Store, Opatija, Croatia

2017 - 2017

- A fast-paced sales job of selling knickknacks and beach equipment to people and tourists on the main street of Opatija