#### CONTACT

# NATALIJA CVETKOVA

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♀ España, Tarragona



### **EXPERIENCE**

2018 - 2022

Tektime

Freelancer translator

Russian-Spanish,Russian-English,English-Spanish,English-Russian translator,edited and proofread text,e-books translation, edition.

2020 - 2022

Happyscribe

Freelance subtitle creator

Editing, writing, creating subtitles for video, movies and tv shows.

2019 - 2022

Gengo

Freelance translator

Documents, CV, E-books, Text translation, edition.

#### SKILLS

- Fluency at last four foreign languages Cultural awareness & Intelligence Time management & Multitasking Analysis & Research Self-management & Self-motivation Copywriting & Copyediting Creative writing skills Attention to detail
- Microsoft office,PowerPoint,Excel,Word,Docs and etc.

### **LANGUAGES**

- Russian
- English
- Spanish
- Rumanian
- Latvian

# PROFESSIONAL SUMMARY

 Experienced Multilingual Freelance translator/subtitle who is responsible for editing and preparation of writing translation from/to English,Spanish,Russian and Romanian ebooks,documents,CV,articles,letters,videos