

Mrs Anastasiya Karpusenko

EN-RU, ES-RU Translator & Russian Proofreader



Personal Information

Mobile Phone: +7 909 929 6436
Email: anastasiya-vasil@mail.ru
Place of Residence: Mytishi, Moscow region, Russia
Date of Birth: 13th March, 1989 (33 years)

Education

September 2006–June 2011 *Russian State University for the Humanities, Moscow*
Department of Linguistics

Master's Degree in Linguistics & Translation (with honours)

Employment

November 2014–present *Freelance EN-RU, ES-RU Translator & RU Proofreader on Upwork*
Top Rated, 100% Job Success Score, 180+ jobs done, 300+ hours worked, \$30,000+ earned (<https://www.upwork.com/freelancers/anastasiyakarpusenko>)

August 2011–present *Assistant to Sales Manager / EN-RU Translator at Belmond, Moscow office*
(maternity leave) (*www.belmond.com; former Orient-Express Hotels Ltd*)

Responsibilities:

- Translation of quarterly e-news, printing materials, etc. on demand of the Head Office in London from English into Russian;
- Preparing presentations and advertising materials on the hotels, trains and cruises;
- Promoting the company's properties in the Russian market and CIS; providing assistance with bookings to travel agencies, tour operators, corporate and individual clients;
- Maintenance and regular updates of the online database (Salesforce.com) in English;
- Business correspondence in Russian and English with Russian and foreign partners

Achievements:

- Almost at once became the chief and only person responsible for maintenance and updating the corporate database in English language as well as for keeping all data to be used in the reports to the head office.
- Took the initiative to refresh and improve the majority of existing Russian translations (hotels, trains & cruises descriptions, itineraries, etc.) within the Russian office and to create more translations on the missing information.
- Has become responsible for all translations required by London office for the Russian market.

July 2008–June 2011

Russian-English Translator (part-time) / Data Entry Specialist / American Councils for International Education (ACTR/ACCELS), Moscow Office

- Responsibilities: Work with a database: translating application form data from Russian into English, translation proofreading.
- Achievements:
- Successfully collaborated with the colleague translator on unifying the methods of translation and creation of a uniform translation approach.
 - Was efficient in dealing with urgent translations from unknown languages, such as Ukrainian, Moldavian, etc. into English using available means (online dictionaries, web search, etc.).

Additional Trainings

July 2009

Barcelona Lingua School, Barcelona, Spain

Spanish courses (2 weeks)

Skills

Languages:

Russian (native), English (fluent), Spanish (fluent)

Tools:

+ SmartCAT, Crowdin, OneSky, POEditor, Memsource & similar

+ HTML, Notepad++ & similar

Personal qualities:

High level of self-discipline, responsibility, diligence, strong self-training and analytical skills, accuracy.

Publications

1. *Pamela. Shamela : Bestsellers of the XVIII century : in 2 volumes / translation from English and commentary by T.V. Kovalevskaya & Ors. Part 1. S. Richardson. Pamela, or Virtue Rewarded. Part 2. H. Fielding. Shamela. An Alternative Ending to S. Richardson's "Clarissa, or the History of a Young Lady" by Lady Elizabeth Echlin. The Correspondence of S. Richardson with Lady E. Echlin. - Moscow : Dmitry Bulanin, 2013. - 1008 p.*

Translation & Commentary, co-author.

<https://www.labyrinth.ru/books/411018/>

2. *The Market Whisperer*, a book on trading. EN-RU translation proofreading.

<https://books.tradenet.com/RU/mobile/index.html#p=1>

3. *Three Ropes for Hanging*, a book of political memoirs. EN-RU translation editing.

<https://www.contentonow.com/product-page/%D1%82%D1%80%D0%B8-%D0%B2%D0%B5%D1%80%D0%B5%D0%B2%D0%BA%D0%B8-%D0%BF%D0%B0%D0%BB%D0%B0%D1%87%D0%B0>

4. *Pandora's Matryoshkas*, a suspense novel. EN-RU translation editing.

<https://pandoras-matryoshkas.com/>

Hobbies

Irish dancing, English and Spanish speaking countries, listening to foreign music.