OLENA HALYTSKA

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Professional Summary

Translating isn't simply about the conversion of words from one language to another, but about the creation of a new text that conveys the meaning of the original one. That's why I perform tailored translations with a clinical eye, keeping in mind the context and the tone of the original content to achieve a natural feel.

Skills

- Translation
- Editing and Proofreading
- Localization
- Technical translation
- Tutoring

Education

Linguistics - Master of Arts - 2015
Igor Sikorsky Kyiv Polytechnic Institute - Kyiv, Kyiv

Work History

Tutor - February, 2012 to May, 2014
Preply - Kyiv, Kyiv

- Tutored students in secondary schools in order to help them improve their grades and learn the English language.
- Encouraged conversational skills using weekly prompts to initiate dialogue.
- Assisted students of various ages with language learning as well as exam revision and schoolwork.

Technical Translator - June, 2016 to February, 2017
Etalon - Kyiv, Ukraine

- Provided verbal interpretation during meetings with foreign clients;
- Translated manuals and other technical documentation from English to Ukrainian and Russian;
- Applied nuanced cultural knowledge to discern meaning where literal translation was not sufficient.

Bilingual Receptionist - April, 2019 to June, 2022
CAMBA Inc - Brooklyn, NY

- Answer dozens of calls in both English and Ukrainian;
- Translated live during video-call appointments;
- Provided above-and-beyond service to clients, helping them set up alternative educational options when CAMBA was not their best option.

Freelance Translator - July, 2022 to Present
UpWork.com - England

- Provided in-depth consultations for both American and Ukrainian clients;
- Translated various types of content - from kindergarten brochures to technical documentation;
- Provided 100% satisfaction guarantee by offering unlimited revisions;
- Worked with both English-Ukrainian and English-Russian language pairs.