

ALEKSANDRA STOŠIĆ

Self-motivated, enthusiastic, and efficient problem solver with strong communication and practical skills, and experience in fast paced, multi-cultural environments. Exceptionally organised and focused, and well-versed in both the technical and linguistic aspects of localisation. My analytical skills and attention to detail made me a top performer and brought success in every position I held.

WORK EXPERIENCE

MAR 2020 –

Analyst

A Data Pro - remote

- ◆ Researching and analysing all relevant media (prints, online, broadcast, social) coverage of international clients and competitors in business, computer technology, marketing, and other industries
- ◆ Localising and adapting terminology and texts to ensure translations are culturally relevant and appropriate; Translating texts from Italian and other languages to English and vice versa
- ◆ Monitoring campaign data to identify technical and other issues impacting data collection
- ◆ Query writing, keyword research and creation
- ◆ Participating in project/campaign management for various clients, analysing large data sets to discover trends and areas for campaign optimization
- ◆ Achievements: In less than a year in my position, I was put in charge of performing regular quality checks for teams of analysts working in over 30 languages, as well as developing and delivering processes trainings to new hires and current team members, improving overall team performance. Established myself as integral part of the team, with knowledge of various modern tools and programs used for successful and easier task completion.

FEB 2018 –

Translator/ Subtitled

Freelance

- ◆ Translation of documents and manuals and website content from Serbo-Croatian to English and vice versa using various translation software (memoQ, SDL Trados Studios)
- ◆ Providing subtitles from English to Serbian for movies, documentaries and TV series using subtitling software; performing quality checks.

MAR 2015 – AVG 2020

Online English Tutor

Bibo Global Opportunity

- ◆ Providing video tutoring via Skype using various teaching methods depending on individual learning style, assisting students of all levels

HOBBIES & INTERESTS



Reading



Arts



Hiking



Gardening



Tango



Cooking



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EDUCATION

2008 - 2019

Bachelor

University of Belgrade, Serbia

- ◆ Department of Art History, Faculty of Philosophy

SKILLS

Microsoft Office Suit
(Excel, PowerPoint, Word)

Localisation/ Translation

Leadership/Mentorship

Problem Solving

Data Analysis

Reporting/Writing

LANGUAGES

English

Italian

Spanish

Russian

German