

GORIAN SURLAN

2004-125 Peter St.
Toronto, ON, M5V0M2
T: +1 226.756.2372

E: gorian.surlan@protonmail.com

Ul. Kosovke djevojke 6
78000 Banja Luka, Bosnia
T: +387 65.437.306

Objective

Dedicated and detail-oriented translator with 5 years of experience in providing accurate and culturally appropriate translations. Fluent in both English and Croatian/Serbian/Bosnian, with a deep understanding of linguistic and cultural nuances. Seeking a position that allows me to utilize my language skills in translation.

Professional Experience

Translator/ESL Teacher - Cambridge Centar, Banja Luka, Bosnia 2022-now

- Translated a wide range of documents, including legal contracts, technical manuals, marketing materials, and medical records, from English to Serbian/Croatian and vice versa
- Ensured the accuracy and consistency of translations while maintaining the context and tone of the original content.
- Collaborated with a team of translators and editors to meet tight deadlines and maintain quality standards.
- Conducted research and stayed up-to-date with industry-specific terminology to provide the most accurate translations.

Translator - Slavic Translations, Toronto, Canada (part-time) 2017-2022

- Offered translation services to clients in various industries, including legal, medical, and marketing
- Managed translation projects independently, ensuring on-time delivery and client satisfaction.
- Maintained a high level of confidentiality and professionalism when handling sensitive documents.

High School Teacher, TDSB, Toronto, Canada 2002-2021

- Taught ESL and business subjects to high school students
- Prepared lesson plans in accordance with the provincial standards
- Customized curriculum to fit specific needs of students
- Developed training sessions for staff

Education

Master of Arts (Education), Central Michigan University, USA	2003
Bachelor of Economics, University of Banja Luka, Bosnia	1990

Skills

- Bilingual proficiency in English and Serbian/Croatian/Bosnian
- Strong knowledge of grammar, syntax, and idiomatic expressions in both languages.
- Proficient in using translation software and CAT tools (Matecat, novice to Trados)
- Excellent communication and time management skills.
- Cultural sensitivity and awareness.

Certifications

- HIPAA course for medical interpretation
- Jeenie's Interpreter Skill Modules
- Permanent Court Interpreter for English Language, Banja Luka, Bosnia

Languages

- Serbian/Croatian/Bosnian (Native)
- English (Fluent)