Victoria Tanase

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PROFESSIONAL SUMMARY

Focused Translator with highly developed understanding of English language and culture. Skilled in quickly and accurately translating written documents and audio recordings. Over 10 years of related expertise. Excellent listening and communication skills with organized and systematic approach. Delivers high level of accuracy in English to Romania, English to Russian, Romanian to Russian translations. Smart professional with thorough understanding of various languages to fluently interpret and translate. Conveys intended messages accurately and reliably. Well-versed in interpretation and translation tools and services.

SKILLS

Document Translation	**Quality Control Analysis**
Verbal and written communication	**Business operations knowledge**
Document Review	

WORK HISTORY

Total Distribution - 10 yrs 2 mos

Translator | Chiisnau   *01/2014 to CURRENT*

- Collaborated with fellow translators to ensure consistency in language usage and style across all documents.
- Specialized in translating complex technical documents, ensuring accuracy and clarity for endusers.
- Maintained an up-to-date knowledge of language trends and developments to ensure the highest level of translation accuracy possible.
- Contributed to the creation of company glossaries and style guides to promote consistency within the organization''s translated materials.
- Translated documents from English to Romanian. Romanian to English, English to Russian, Russian to English, Russian to Romanian, Romanian to Russian
- Interpreted conversations between foreign language-speaking clients and others.

EDUCATION

MBA | Business Administration And Management   *05/2009*
Academy of Business Administration, Chisinau

Bachelor of Science | Linguistics   *05/1999*
Moldova State University, Moldova