

# Santtu Halmet

Translator

## Contact

### Address

Bankya Bulgaria

### E-mail

santtu.halmet@gmail.com

## Skills

Document review



Business process  
understanding



Fluent in [English]



Fluent in [Bulgarian]



Fluent in [Portuguese]



Fluent in [Finnish]



Proofreading skills



Google Workspace



Organization and Time  
Management



Focused Translator with highly developed understanding of English, Finnish, Bulgarian and Portuguese language and culture. Skilled in quickly and accurately translating written documents. Over 22 years of related expertise.

## Work History

2022-08 -  
Current

### Founder and Manager

*INSA Consult LTD, Bankya*

2021-09 -  
Current

### Procurement Buyer - East Europe Region

*IBM, Sofia*

2000-01 -  
Current

### Freelance Translator

*Freelancer*

- Any combination of language pairs between Finnish, English, Portuguese and Bulgarian
- Replicated flow, style and overall meaning of original texts.
- Translated business websites to support international expansions.
- Over 150 completed projects in the medical field, for an international pharmaceuticals end-customer
- Numerous projects in the Banking field, including KYC process handbooks
- Over 50 Translations of Interview scripts

2018-01 -  
2021-08

### Procurement Buyer - SEE Region

*IBM, Sofia*

2017-08 -  
2017-12

### Tactical Buyer for CEE - Tech Products

*IBM, Sofia*

2014-07 -  
2017-07

### Buyer - HW Maintenance, Nordics

*IBM, Sofia*

- Met with suppliers to assess changes and determine proper courses of action.
- Determined lowest possible cost, factoring in quality and reliability and negotiated favorable contracts.

2010-10 -  
2014-06

### Buyer - Technical Subcontracting, EMEA

*IBM, Sofia*

MS Office  
  
Excellent

SDL Trados  
  
Very Good

Memsource  
  
Excellent

## Software

SDL Trados  
  
Very Good

Memsource  
  
Excellent

MS Office  
  
Excellent

SAP ERP  
  
Very Good

SAP Ariba  
  
Good

CPanel  
  
Very Good

HTML  
  
Good

Python  
  
Basic

PhpBB  
  
Very Good

## Languages

Finnish  
  
Excellent

Bulgarian  


2009-01 -  
2010-11

### Procurement Operations Specialist, Portugal

*IBM, Sofia*

2007-03 -  
2008-12

### Procurement Operations Specialist, Brazil

*IBM, Sofia*

2005-06 -  
2007-02

### Business Journalist

*All Data Processing, Sofia*

## Education

2020-01 -  
2020-04

### Python Programming Fundamentals: IT

*Software University (SoftUni) - Sofia, Bulgaria*

2015-01 -  
2015-06

### Pastry Chef: Pastry Arts

*European Academy For Training And Development -  
Sofia, Bulgaria*

2001-09 -  
2004-05

### High School Diploma

*Laura Ayres High School - Quarteira, Portugal*

## Certifications

2021-11

Enterprise Design Thinking Practitioner

2020-05

HTML Fundamentals

2022-06

Big Data Foundations

Excellent

English



Excellent

Portuguese



Excellent