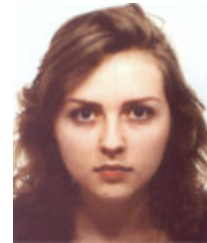


**VICTORIA SHEVELA**



**PERSONAL AND CONTACT DETAILS**

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08037 Barcelona  
SPAIN  
**Telephone:** ( 0034)690731476; (0049)1734787994  
**E/mail:** victoriashevela@gmail.com  
**Nationality:** Russian      **Native language:** Russian

**WORK EXPERIENCE**

October 2009 – present day

***Freelance Translator / Interpreter / Proofreader*** Translation and proofreading of a variety of texts, mostly specializing in Tourism, Marketing, Business/Commerce and Art, as well as in the translation of legal administrative documents. Clients range from regional and local institutions, Tourism Boards to major real estate companies and travel agencies.

Fields of Specialisation

Law, Business/Commerce (general), Art, Tourism

Languages: English, Spanish, Catalan > Russian

October 2010 – December 2010

***Administrative assistant at Subsidiaries Department*** – Punto Fa, S.L. (Mango), Barcelona, Spain  
organizing and maintaining employees' records and documentation for the organization (salary, schedules, performance reviews); liaising with different public administrations and business advisors

March 2010 – June 2010

***Translation trainee*** – Küster Übersetzungen Translation Agency, Berlin, Germany (LEONARDO DA VINCI internship programme)  
Translation of a wide range of texts from English and German into Russian and Spanish, liaison with clients

February 2008 - May 2008

***Translation trainee*** - FUNIBER Barcelona, Spain  
Translation and proofreading of several projects (from Spanish into Catalan)

# **CURRICULUM VITAE VICTORIA SHEVELA**

## **EDUCATIONAL BACKGROUND**

- ❖ Currently enrolled in Masters degree in International Trade and Finance from Universidad de Barcelona, Spain
- ❖ Bachelor's Degree in Translation and Interpreting (English, Spanish, German and Russian) from Universitat Autònoma de Barcelona, Spain
- ❖ Range of online and on-site short term translation and interpreting courses and workshops, such as
  - Summer course “*Advanced English-Spanish Interpreting*”, Heriot-Watt University, Edinburgh, Scotland (2009)
  - Online course “Advanced productivity techniques in translation”, SIC, Spain
  - Various PROZ webinars (Translating Marketing and Advertizing Texts)
  - Webinars offered by ASETRAD and APTIC associations (Translating Environmental texts)

## **QUALIFICATIONS, LINGUISTIC**

Member of APTIC (Association of Professional Translators and Interpreters of Catalonia) and MET (Association of Mediterranean Translators and Interpreters)

## **REFERENCES**

Available upon request

## **LANGUAGE SKILLS**

Russian – mother tongue

English – fluent (Proficiency certificate awarded by Cambridge University; IELTS score – 8.0)

German -intermediate level (B2 level according to the European Common Framework)

Spanish – fluent (Diploma Superior DELE awarded by Instituto Cervantes)

Catalan – fluent (Nivell C Suficiència)