

CURRICULUM VITAE

PERSONAL INFORMATION

Name **TENEVA, NATALIA STOYANOVA**
 Address **22A LYULIN PLANINA STR, SOFIA, BULGARIA**
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 E-mail **natalia.teneva@gmail.com**

Nationality **Bulgarian**

Date of birth **29 DECEMBER 1978**

WORK EXPERIENCE

• Dates	December 2018 - July 2022
• Name and address of employer	Ideas Bulgaria EOOD, Sofia
• Type of business or sector	PR and Digital Marketing Company
• Occupation or position held	PR Expert and translator
• Main activities and responsibilities	Media monitoring, translation, proofreading, PR research, design and development, customer support and communication, etc.
• Dates	May 2018 - November 2018
• Name and address of employer	Icona Communications Group, Sofia
• Type of business or sector	PR and Communication Agency
• Occupation or position held	Translator
• Main activities and responsibilities	Translation, proofreading, media monitoring, PR, etc.
• Dates	October 2017 - March 2018
• Name and address of employer	Bolero Co. Ltd, Sofia
• Type of business or sector	International Foreign Trade Company
• Occupation or position held	Expert – Foreign Trade
• Main activities and responsibilities	Import and export transactions, foreign trade, customer support, accounting, translation, etc.
• Dates	March 2002 - December 2014
• Name and address of employer	Expert System – Italy S.p.A, Bulgarian Office, Sofia
• Type of business or sector	Language and Software Company
• Occupation or position held	Linguistic Knowledge Engineer, Project Manager, Team Leader
• Main activities and responsibilities	Linguistic software development, database management, text analysis, natural language processing, localization, disambiguation
• Dates	May 2002 – May 2015
• Name and address of employer	ET New Vista Ludmila Teneva , Alma Consult, New Age Ltd, Word Box Ltd,

	Tradix TBS, Aeda, Sofia
• Type of business or sector	Translation Agencies
• Occupation or position held	Freelance translator in all spheres of translation
• Main activities and responsibilities	Translating, localization, proofreading, etc.
• Dates	November 2001 – February 2002
• Name and address of employer	Educational Center “BRITANICA” – Sofia
• Type of business or sector	Education
• Occupation or position held	Teacher in English
• Main activities and responsibilities	Teaching English

• Dates	September 2001 – October 2001
• Name and address of employer	“St. St. Cyril and Methodius” High School – Veliko Tarnovo
• Type of business or sector	Education
• Occupation or position held	Teacher in English
• Main activities and responsibilities	Teaching English

EDUCATION AND TRAINING

• Dates (from - to)	October 2001 – October 2003
• Name and type of organization providing education and training	“St. Kliment Ohridski” Sofia University, Sofia
• Principal subjects/occupational skills covered	Master Thesis: “The Rhetoric of Advertising” Major subjects: Language and Communication: Cultural Studies, Psycholinguistics, Contrastive Linguistics, Methodology, Interpreting and Translating, Mass Media and Advertising,
• Title of qualification awarded	Master of Arts
• Level in national classification (if appropriate)	Master of Arts

• Dates (from - to)	October 1997 – September 2001
• Name and type of organization providing education and training	“St. St. Cyril and Methodius” University of Veliko Tarnovo – Veliko Tarnovo
• Principal subjects/occupational skills covered	English Philology: English Language and Literature, American Studies
• Title of qualification awarded	Bachelor of Arts
• Level in national classification (if appropriate)	Bachelor of Arts

Dates (from – to)	September 1992 – May 1997
• Name and type of organization providing education and training	“Ivan Vazov” Secondary School of Foreign Languages – Smolyan
• Principal subjects/occupational skills covered	English Language
• Title of qualification awarded	Secondary school degree
• Level in national classification (if appropriate)	Secondary School

<p>PERSONAL SKILLS AND COMPETENCES <i>Acquired in the course of life and career but not necessarily covered by formal certificates and diplomas.</i></p>	<p>PR expert with experience in media monitoring and research, focus on energy, industry, politics, communications, customer service, digital marketing. A great team player who knows how to find the right solution, agile and flexible, and who lives by my values. Linguist and translator, more than 25 years of experience in: Energy, Business, Legal, Medical, Telecommunication, Automotive, Industrial, Tourism, Politics, PR, Communications, Information Technology.</p>
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MOTHER TONGUE	BULGARIAN
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OTHER LANGUAGES

	English
• Reading skills	excellent
• Writing skills	excellent
• Verbal skills	excellent
	German
• Reading skills	basic
• Writing skills	basic
• Verbal skills	basic
	Russian
• Reading skills	good
• Writing skills	basic
• Verbal skills	basic

<p>TECHNICAL SKILLS AND COMPETENCES <i>With computers, specific kinds of equipment, machinery, etc.</i></p>	<p>CAT TOOLS: MATECAT; MICROSOFT® OFFICE; ADOBE; ACROBAT; NAVISION; PROPRIETARY SOFTWARE: COGITO STUDIO, DISAMBIGUATOR, CSA, ADMANTAX,</p>
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DRIVING LICENCE (S)	Class B
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