



# OLGA GRIDNEVA

## PROFESSIONAL LINGUIST

CREATIVE TRANSLATION, REVIEW, COPYWRITING SINCE 2004

WEB: [LINGVORUS.TILDA.WS](http://LINGVORUS.TILDA.WS)

## ABOUT ME

I'm a professional Russian linguist, providing linguistic services for more than 15 years.

I offer appealing and well-adapted translations and copies to individual customers, businesses and LSP agencies since 2004.

## LANGUAGES

- Russian - Native (C2)
- English - Fluent (C1)
- German - Intermediate (B2)

## EDUCATION

- Tomsk State Pedagogical University, diploma in linguistics and translation (with honors)
- Tomsk State Polytechnical University, Laser Optics, academic record
- Coursera - University of Pennsylvania, Introduction to Marketing, certificate

## SERVICES

- Translation English/German to Russian
- Proofreading, reviewing, editing
- MTPE
- Transcription, Russian to English
- Subtitling
- LQA, voice talent evaluation
- Creative Translation
- Copywriting

## WORKING AREAS

- Marketing and advertising
- E-learning
- E-commerce, web-content
- Market research
- Finance, business, investments
- IT, software, computers
- General law
- Manuals and user guides

## EXPERIENCE

### Full-time Freelance Linguist (remote)

JUNE 2004 - PRESENT

Providing the above-mentioned linguistic services to the world-known large and small companies directly and in collaboration with a range of international Language Service Providers:

- LanguageWire, Denmark
- Toppan, UK
- Andovar, Singapore
- Milengo, Germany,
- Neotech, Russia
- etc.

## TOOLS

---

- Trados Studio 2021
- MemoQ 9.8
- Subtitle Edit 3.6
- Adobe Photoshop CS6 13.0
- Adobe Indesign CS6
- MS Office 2016

## OUTPUT

---

My daily output:  
2,000 – 3,000 words.

## REFERENCES

---

References and sample translations  
can be found at:

- [proz.com/profile/909679](http://proz.com/profile/909679)
- [linkedin.com/in/gridneva](https://www.linkedin.com/in/gridneva)

## CONTACTS

---

- Skype: Transgreat
- [linkedin.com/in/gridneva](https://www.linkedin.com/in/gridneva)
- Mobile: +7 913 8229091
- Email: [olgerda@gmail.com](mailto:olgerda@gmail.com)
- Web: [lingvorus.tilda.ws](http://lingvorus.tilda.ws)

### **Translator/project manager/technical writer, Siberlogic Inc. (on-site)**

OCTOBER 2007 — APRIL 2010

- Describing new functionalities for XML content processing products;
- Updating help documentation;
- Translating e-mail correspondence, developers' comments, web-site materials, white papers, etc.
- Translation/interpretation assistance in customer support sessions;
- Making the product tutorial movies;
- Writing Evaluation and User's Guides, etc.

### **Full-time translator/project manager, Stack Ltd. (on-site)**

APRIL 2006 — OCTOBER 2007

- Translating technical texts, business correspondence, marketing materials, training programs, technical manuals, localizing software products, etc.;
- Managing translation projects;
- Interpreting

### **British Council Assistant and Translator, Tomsk Polytechnic University (on-site)**

APRIL 2004 — FEBRUARY 2005

- Interpreting/translating
- Maintaining and updating library materials,
- Conducting English Language training meetings;
- Providing information on education grants, scholarships in UK, USA;
- Arranging IELTS examination
- Handling administrative tasks

## OLGA GRIDNEVA

### PROFESSIONAL LINGUIST

*CREATIVE TRANSLATION, REVIEW, COPYWRITING SINCE 2004*

*I'm looking forward to collaborating with you!*