

# Biography

## Ivo Sasek

### **Contact:**

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### **Education:**

06/2008 Czech Technical University in Prague, Faculty of Electrical Engineering

- Bachelor: Department of Cybernetics
- Engineer: Department of Economics Management and Humanities
- Diploma Thesis: Data-mining algorithm, Microsoft (Michal Neuwirth)

06/2006 Trend Marketing, Prague

### **Skills:**

PC: Trados 2007, Transit, Logoport, Idiom, MS Office – advanced, Visual Basic for Application (writing macros in MS Excel)

### **Work experiences:**

06/2007 Canon – translation of confidential project (English -> Czech) in Amsterdam, Netherlands

04/2007 – 06/2008 Microsoft Czech Republic

- Customer service data analyst (Roman Suk, Jacek Myrcha)

06/2003 to date, Translation from English to Czech and Slovak language

- Technical texts, SW, HW, Localization of Microsoft Windows, Office, Canon
- Proofreading

12/2000 – 7/2005 Cebalsol Velim (Czech Republic)

- Assistant of economic manager

Reporting to CEO in Czech Republic and managers in France

1999 – 2000, Ford (B&S)

- IS specialist
- Customer support
- Y2K
- Purchase order

In Prague 8-th of April 2009