

Curriculum Vitae Elena Pylaeva

Date of birth: 30.10.1981

Freelancer

Contact information:

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Languages:

Russian – native speaker

English – fluent

German – basic knowledge

Education:

Honors degree of Chelyabinsk Institute of Economics and Law after M.V. Ladoshin, speciality "Linguistics and Intercultural Communications", profession of linguist-teacher (2001–2006).

Courses:

1998–1999 Course of Technical translation at Language Gymnasium №93 (Chelyabinsk)

2003 Course of Business English at Chelyabinsk Institute of Economics and Law after M.V. Ladoshin

Professional experience:

November, 2013 – Present moment – Freelancer for ONDA Global (USA)

September, 2012 – Present moment – Freelancer for Language consultancy Services Pvt. Ltd. (India)

September, 2010 – Present moment – Freelancer for UBIQUS dba Language Works Translation Agency (USA)

November, 2007 – Present moment – Translation agency Intellex, translator, project manager

2001–2007 – Freelance translations for various agencies, hospitals, military engineering academy and private orders.

Fields of translation experience:

- automation/engineering (construction of plants, systems),
- advertisement/marketing (flyers, posters, marketing technologies for Stockmann stores, real estate)
- social security
- logistics
- industries (artificial abrasives, diamonds, paints, chemicals etc.)
- agriculture/environment/biotechnology (energy-saving technologies, alternative fuels, cattle breeding, environmental protection, global warming, biotechnology in soybean growing)
- education/training (safety training, educational programs for schools, surveys)
- fashion/clothing (descriptions of models, textiles, tendencies, departments in stores)
- health and beauty (cosmetics, fitness programs and equipment, childcare products)
- instructions/manuals (home appliances, electronic devices, safety rules, toys and many more)
- insurance (medical insurance, programs, rules for members of medical insurance plans, evidence of coverage, drug insurance)
- medicine (medical surveys, dental chairs, dental x-ray, endoscopic and other equipment, dressing material)
- politics/news (news updates for sites, statements, materials on social and economic policies)
- social sciences/ethics (surveys, ethic rules and corporative conduct)
- sports (clothes, equipment, fitness programs, surveys, exercises)
- IT and computers (Antec housings, Intell processors, mice, laser pointers, HP printers) etc.

Rates:

English > Russian (written translation): 0.03–0.06 USD per word / 0,027 EUR per word

German > Russian (written translation): 0.05–0.09 USD per word / 0,046 EUR per word

Proofreading: 10.00–24.00 USD per hour / 8.9–21,36 EUR per hour

Min. fee: 10-24 USD / 8-19 EUR (to be discussed on a case by case basis)

Daily output:

Up to 9 pages (to be agreed on a case-by-case basis)

CAT Tools / Software: Windows 10, Ms Office, Adobe Acrobat, SDL Trados, MemoQ

Personal information: responsibility and accuracy in work, desire for personal development and achieving better results in satisfying the client's needs.