**Myts Ivan Evgenyevich**

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**Purpose: vacant post of a remote interpreter (English, Russian, Ukrainian Languages)**

**Personal information:**

* Birthday: 12.07.1997
* A dedicated translator-student of the fourth term of Kyiv National Linguistic University is ready to work with you. A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries. Would like to work as a translator for a successful and ambitious company that offers great opportunities for career development and progression.

**Work experience:**

* *2016 - 2017 г.* *The educational center | EnglishMe.*   
  **A teacher & facilitator of the educational center in daily English-Language Summer Camp for children.**  
  Responsibilities:  
  - to [arrange excursion](https://www.multitran.ru/c/m.exe?t=5510635_1_2&s1=%EF%F0%EE%E2%EE%E4%E8%F2%FC%20%FD%EA%F1%EA%F3%F0%F1%E8%FE)s for children and only speak in English  
  - to teach English grammar  
  - to compose a special STEM curriculum  
  - to plan a [teaching and educational](https://www.multitran.ru/c/m.exe?t=7344775_1_2&s1=%F3%F7%E5%E1%ED%EE-%E2%EE%F1%EF%E8%F2%E0%F2%E5%EB%FC%ED%FB%E9) work  
  - to create games and entertainment for schoolchild  
  - to run a special group lessons «Learn to speak beautifully»
* *10. 2015 г.- 06.2016. Parser computer systems* **Translator.**  
  Responsibilities:  
  - Written translation of correspondence  
  - Consecutive interpreting  
  - Written translation of documents  
  - to field calls from foreigners  
  - Translation of contracts and subcontracts, to work during meetings and negotiations.
* *04. 2013 г.- 08.2015.* **Administrator-barista** in the cafe on the territory of the Kyiv business center with the knowledge of English  
  Responsibilities:   
  - Among the BC workers there are a lot of foreigners, so knowledge of English was necessary for me.  
  - to make drinks of coffee, coffee beverages  
  - Inventory.  
  - to Maintain a high level of product quality  
  - Maximum increase in sales and profits of cafes.  
  **Education:**

*01.09.2014 - present*

* Kyiv National Linguistic University

The department of translators

Speciality "English and German languages. Translation".

**Additional information:**

* **Personal qualities:** wavelengthmanship and honest. I take seriously the implementation of the work, the tasks entrusted to me, strictly observe the confidentiality and commercial secrets of the enterprise, and are psychologically resistant to stress. I know how to get along well with people. **PC knowledge:** knowledge of the MicrosoftOffice software package, confident work in the Internet and with email.

**Desired salary level is 300$ -500$ / month.**