# **HANNA VOLKAVA**

# FULL-TIME TRANSLATOR & INTERPRETER

## **Tel**. +37529-2384858

## **E-mail**: [izuyminkaanna@gmail.com](mailto:izuyminkaanna@gmail.com)

## **ProZ.com Profile**: <https://www.proz.com/profile/2495858>

|  |  |
| --- | --- |
| **EDUCATION** 2013–2018  BA, Linguistics and Intercultural communications, Grodno State University  BA, Diploma in Linguistics and Intercultural communications | **LANGUAGES** Spanish > Russian  English > Russian  Ability to translate up to **1000** words/day |
| **PERSONAL SKILLS**  * accuracy and diligence * ability to keep deadlines * quick answer (at least 10 mins) * humanitarian turn of mind | **SOFTWARE**  * SDL Trados 2017 * Wordfast * MS Office |
| **SPECIALIZE IN:**  * Automotive / Cars & Trucks * Petroleum Eng/Sci * Paper / Paper Manufacturing * Tourism & Travel * Geography * Textiles / Clothing / Fashion * Cooking / Culinary * Art, Arts & Crafts, Painting * Architecture * Advertising / Public Relations | **ALSO WORK IN:**  * Environment & Ecology * Food & Drink * Media / Multimedia * Folklore * Forestry / Wood / Timber * Botany * Transport / Transportation / Shipping * Archaeology * Materials (Plastics, Ceramics, etc.) * Automation & Robotics |
|  |  |
|  |  |
| PROFESSIONAL EXPERIENCE 2017  **Translator**&Interpreter  ByInfo IT-company   * software translation and localization (Trados & Wordfast) (En, Es, Be, Ru); * consecutive and simultaneous interpretation during international team meetings and presentations.   **2017–2018**  **Translator**&Interpreter  Lingrowth company   * Translation * Proofreading * Linguistic validation (ft&bt, cognitive debriefing) * Project management | PROFESSIONAL EXPERIENCE **2013–present**  **Translator**&Interpreter   * Volunteer interpreter at GrSU during European Girl Basketball League competition (En>Ru, Ru>En) * Translation of political articles for off-campus students (2014–2015) (En>Ru, Ru>En) * Off-site translation of articles on the Internet (Nov, 2016, Ru>En) * Interpreter during the European tour (July–August 2016, English, Spanish) * Volunteer interpreter during 47 International boxing tournament in memory of the Hero of the Soviet Union, frontier guard V. M. Usov (2017, En>Ru, Ru>En) * Translation & proofreading of the medical documentation (2018) |
| PROFESSIONAL EXPERIENCE  * Translation of geography related documents and articles for off-campus students (2016–2017) (En>Ru, Ru>En) * Translation of IT articles for off-campus students (2017–2018) (En>Ru, Ru>En) * Translation of linguistics articles for off-campus students (2017–2018) (En>Ru, Ru>En) * Translation of immunization record card (2018) (Ru>Es) |  |