

Highly organized and detail-oriented multilingual professional with excellent translation skills, native in Ukrainian and Russian, and proficient in English and Polish. Experienced in adapting to different working environments and industries. Strong problem-solving and critical thinking abilities, with a passion for creativity and attention to detail.

EDUCATION

Marketing and PR

University of Finance and Management

2017 - 2018

Warsaw

English Philology

University of Social Sciences

2014 - 2017

Warsaw

WORK EXPERIENCE

Freelancer

Workplace/Company

2020 - Present

Ukraine, Remote

Working in a range of freelancing positions from Marketing to Translation and Graphic Design

Achievements/Tasks

- Providing marketing, translation, and graphic design services to clients.

Social Media Marketer/Content Manager

SmartPayments

2019

Ukraine, remote

Achievements/Tasks

- Managing social media accounts, Analyzing and reporting on social media performance, - Collaborating with other departments, Staying up-to-date with social media trends and best practices

Receptionist

Exclusive Apartments

2018 - 2019

Warsaw, Poland

Achievements/Tasks

- Answering calls, Greeting visitors, Handling correspondence, Handling cash and payments, Providing customer service

SKILLS

Proficiency in Adobe Photoshop, Illustrator, and 3D Graphics tools such as Unreal Engine 5 and Blender

Creative problem-solving and critical thinking

Adaptability to different working environments and industries.

Time management and organization

Proficiency in Microsoft Office and other software applications

Native in Ukrainian and Russian, as well as professional working proficiency in English and Polish

Multilingual abilities and translation skills

Attention to detail and good organizational skills

Good customer service and communication skills

LANGUAGES

Ukrainian
Native or Bilingual Proficiency

Russian
Native or Bilingual Proficiency

English
Full Professional Proficiency

Polish
Professional Working Proficiency

French
Elementary Proficiency

Romanian
Limited Working Proficiency

INTERESTS

Traveling

Philosophy

Psychology

Football

Music