**TRANSLATOR (ENGLISH, RUSSIAN, UKRAINIAN)**

**Viktoria Belikova**  
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**Career Summary:**

Dedicated professional Translator with 10 years of experience in translating documents from English to Russian/Ukrainian and vice versa. My areas of expertise are the follows: Biography, Gastronomy/Culinary Arts, Journalism, Linguistics, Photography, Accounting and Auditing, Advertising and Public Relations, Banking, Economics and Finance, Hotel Management, Insurance, Labor Relations, Marketing, Travel and Tourism, Film, Multimedia, Music, Banking and Financial Law, Certificates, Diplomas and Licenses, Civil Law, Contracts, Corporate Law, Criminal Law, Customs and Immigration, Family Law, Immigration Law

**Summary of Skills:**

* In-depth knowledge of English language
* Experience of working with various firms and independent clients
* Audio/video translation from English to Russian/Ukrainian and vice versa
* Ability to work in limited amount of time while delivering high-quality translation
* Familiar with translation software tools
* Able to work to tight deadlines
* Highly skilled in Word, Excel
* Able to work under pressure

**Work Experience:**

Freelance Translator  
August 2013 - Present

* Providing English translation services for clients all over the world into Russian and Ukrainian languages
* Using SmartCat to ensure consistency of translation for documents and efficiency during tight deadlines
* Translation of audio and video files, transcribing

Translator  
“Spring” Translation Agency, Ukraine  
August 2013 - December 2014

* Translation of standard documents, including passports, birth certificates, marriage certificates, diplomas, invoices
* Translation of legal documents, including contracts, agreements

**Education:**

* Master's Degree in Translation (Major in English)  
  Mykolaiv University “Ukraine”, Ukraine, 2013