

**IVAYLO T IVANOV**  
English-Bulgarian Translator  
MA in English Language and Literature  
Specialized in IT translation & localization

Mobile: +359 88 899-07-34  
E-mail: [ivaylo\\_ivanov@dir.bg](mailto:ivaylo_ivanov@dir.bg)  
URL: <http://Bulgarian-Translator.com>



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*English-Bulgarian translator*

Mobile: (+359 88) 8990734  
E-mail: [ivaylo\\_ivanov@dir.bg](mailto:ivaylo_ivanov@dir.bg)  
[ivanov.ivaylo@gmail.com](mailto:ivanov.ivaylo@gmail.com)  
ICQ: 151640456  
Skype: [ivayloivanov](https://www.skype.com/name/ivayloivanov)  
Web: [Bulgarian-Translator.com](http://Bulgarian-Translator.com)  
Nationality: Bulgarian

## **WORKING LANGUAGES**

From **ENGLISH** to **BULGARIAN** (native)  
From **BULGARIAN** to **ENGLISH**

## **SERVICES**

- **Translation** (first draft translation plus a separate proofreading of the first draft for final delivery)
- **Copy editing** (quality assurance comparing the source text and target text rendered by a translator to correct any errors in spelling, typos, grammar, typography, formatting, omissions, consistency, accuracy, style, terminology, cultural adaptations, and other errors in general)
- **Proofreading** (correction of errors in spelling, typos, grammar, typography, formatting, omissions, consistency, accuracy, style, terminology, cultural adaptations, and other errors in general by reading the target text and comparing with the source text *only* when needed to clarify doubts)
- **Terminology management** (creation of a glossary with new terminology in a format negotiated with the client)

## **EXPERTISE**

- **Technical:** electric power industry, environment protection, ecology, building and construction engineering, telecommunications, information technology, training manuals and reference books, promotional literature
- **EU:** directives, resolutions, decisions, opinions, etc.
- **Business:** memoranda & articles of association; contracts, agreements, covenants, business correspondence, offers of services, job descriptions, corporate brochures, invoices, sale catalogues, etc.
- **Law:** acts, decrees, statutes, bylaws, government regulations; court instruments – judgments, decrees, orders; deeds; letters of power; adoption papers, etc.
- **Corporate:** minutes of meetings, resolutions, financial statements, auditors' reports, bank guarantees, taxation, tender documentation, etc.
- **Localization:** software & firmware UI and UA, online help files, documentation, manuals and user guides for medical devices, cellular phones, household appliances, etc.

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## WORK EXPERIENCE

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### Full-time freelance English-Bulgarian translator

August 2006 onwards



Translation and localization services  
18, Fr. Joliot Cure Street  
Bldg. 79, entr. 4/G, apt. 79  
Sofia  
Bulgaria  
<http://Bulgarian-Translator.com>

Duties: Translate, copy edit, and/or proofread texts, software, documents and/or other materials supplied by clients on a freelance basis

### Full-time in-house English-Bulgarian translator

October 2004 to August 2006



Bulgarian Telecommunications Company  
Executive Office  
8, Totleben Blvd.  
1606 Sofia  
Bulgaria  
<http://www.btc.bg>

Duties: Translation and interpreting from/into English; editing and linguistic proofreading of texts; researching specific terminology and other resources; maintaining correspondence in Bulgarian and English; summarizing and annotating various written materials; establishing contacts both with Bulgarian and foreign administrative offices and companies; cooperating in the organisation of meetings and events related to the activities of the Executive Office and the company

### Full-time in-house English-Bulgarian translator

February 2002 to October 2004



Translation Centre REZON  
14, Graf. Ignatiev Str.  
1000 Sofia  
Bulgaria  
<http://t.rezon.bg>

Duties: Performing translation from English into Bulgarian, and vice versa, of specialised legal, business, medical and technical texts; localization of websites and promotional materials; editing and proofreading

### Full-time in-house English-Bulgarian translator

October 1999 to February 2002



TBS Tradix Ltd.  
29A, Tzar Osvoboditel Blvd., 1000 Sofia,  
Bulgaria  
<http://www.tbstradix.com>

Duties: Performing translation from English into Bulgarian, and vice versa, of materials assigned by the Project Managers such as legal documents, statutes, contracts, financial statements, tender documentation, user manuals, etc.; proofreading and checking translations for accuracy; providing consultations on linguistic issues as requested by the company's clients

## TRANSLATED BOOKS

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### IT literature



**PROTECT YOUR PC** – a guide by Torben B. Sørensen

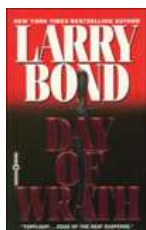
- **Hardcover:** 80 pages
- **Publisher:** Egmont Bulgaria EAD
- **Published in Bulgarian:** July 2006
- **ISBN:** 9544469893



**WINDOWS XP POWERTIPS** – a guide by Michael Karbo

- **Hardcover:** 82 pages
- **Publisher:** Egmont Bulgaria EAD
- **Published in Bulgarian:** September 2006
- **ISBN:** 9544469583

### Fiction



**DAY OF WRATH** – a novel by Larry Bond

- **Hardcover:** 496 pages
- **Publisher:** Warner Books (June 1, 1998)
- **Language:** English
- **ISBN:** 0446516775



**MIRACLE CURE** – a novel by Michael Palmer

- **Hardcover:** 416 pages
- **Publisher:** Bantam (March 2, 1998)
- **Language:** English
- **ISBN:** 055310523X

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## EDUCATION AND TRAINING

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<b>Master of Arts in English Language and Literature Specialisation in Translation</b>	<u>1995 to 2001</u> St. Kliment Ohridski Sofia University Faculty of Classical and Modern Philology Department of British and American Studies 15, Tsar Osvoboditel Blvd., 1504 Sofia, Bulgaria <a href="http://www.uni-sofia.bg">http://www.uni-sofia.bg</a>
<b>Diploma in Film Translation and Subtitling</b>	<u>March 1998 to June 1998</u> JD Sole Proprietor
<b>Secondary Education Diploma – English Language Qualification in Translation and Business Correspondence</b>	<u>1990 to 1995</u> Aleko Konstantinov English Language School 2161 Pravetz, Bulgaria <a href="http://www.gpche.com">http://www.gpche.com</a>

## TOOLS

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- Windows XP SP2
- MS Office 2003 Pro: **Word, Excel, PowerPoint, FrontPage**
- Web design tools: **HTML, MS FrontPage 2003**
- CAT: **Trados 7 Freelance; Deja Vu X 7; Transit XV; SDLX 2006**
- Terminology tools: **MultiTerm 7 Desktop; Foreignword Glossy**
- Localization tools: **PASSOLO 6.0, Alchemy Catalyst 5.0, RC-WinTrans Professional 7.1.0.6, Multilizer 6.0, Visual Localize .NET 4.21, Visual Localize WIN 3.04, Microsoft Localization Studio 4.80, Microsoft Helium 5.1**