

# RESUME

**OLEG IGOREVICH SEMERIKOV**

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## PROFILE

**Freelance translator and proofreader** - 10 years experience.

**Languages:** English, German. **Native languages** - Russian and Ukrainian.

**Areas of specialization and working fields:** Medicine, Psychology, Dentistry, IT, Computers, Internet, Software, Tech/Engineering, Legal, Contracts, Oil and Gas, Military, Automotive .

**Additional skills:** journalism, foreign languages teaching, and creative writing.

Proficient in computers, Internet. Basic knowledge of HTML, SEO (search engine optimization).

### Hardware:

1. PC: CPU AMD soc AM2 Athlon 64 3500+ MB socAM2 ASUS M2NPV-MX HDD 250Gb

2. Notebook: Samsung R40

### Software:

1. Microsoft Windows XP SP2      2. Microsoft Windows Vista Ultimate

3. Microsoft Office 2003 (full)    4. Microsoft Office 2007

5. Dreamweaver

6. Adobe Photoshop CS2

7. Adobe Acrobat 7.0 Pro    8. Lingvo 12 dictionary with more than 100 special dictionaries

**DTP:** AdobeIndesign, QuarkXpress, AdobeFrameMaker, AdobeIllustrator, CorelDraw, Microsoft Office, Adobe Acrobat

**CAT tools:** Trados 7, Wordfast 5, PPTHelper, Star Transit XV, SDLX, other upon request.

**Capacity per day** –2500-3000 words a day. Urgent projects are also welcome.

## WORK EXPERIENCE

### YOUR COMPANY (hopefully)

2008 – present

\* Freelance translator/proofreader EN-RU/UA, RU/EN - UA.

### MEDICAL TRANSLATION AGENCY

(Poland)

2007 – present

\* Freelance translator/proofreader EN-RU/UA, RU/EN - UA: medical, healthcare, medical devices.

### UK TRANSLATION COMPANY

(UK)

2007 – present

\* Freelance translator EN-RU/UA, RU/EN - UA: engineering, automotive, medical, software.

### LOCALIZATION AND TRANSLATION AGENCY.

(Lithuania)

October 2006 – present

\* Freelance translator EN-RU, DE-RU: website and software localization projects, dental medicine, healthcare, technical specifications.

### R K RELAN “LOVE FOR ALL ETERNITY”

([www.LoveForAllEternity.com](http://www.LoveForAllEternity.com) [www.rkrean.com](http://www.rkrean.com)

California, USA. Contact name – Ram Relan, author

E-mail: [LoveEternityRKR@aol.com](mailto:LoveEternityRKR@aol.com))

March 2006 – January 2006

\* Translator of a psychological book *Love for All Eternity: Women’s Edition* by RK Relan, English-Russian (450 pages).

### BUSINESS TRANSLATION AGENCY

(Russia)

October 2006 – present

Freelance translator EN-RU, DE-RU: business, medicine, engineering, software.

### LEGAL TRANSLATIONS AGENCY

(Russia)

September 2006 – present

Freelance translator EN-RU, DE-RU: legal documents, various user manuals, business letters.

### **BRITA WATER FILTERS "WFS LTD"**

(Ukraine, Kyiv )

*May 2006 – December 2006*

Freelance translator EN-RU/UA, RU/EN - UA: website content, product list, letters.

### **TRANSLATION CORPORATION**

(Taiwan)

*September 2006 - present*

Freelance translator EN-RU: software and hardware.

### **Qarea SOFTWARE DEVELOPMENT COMPANY**

([www.qarea.com](http://www.qarea.com) Ukraine, Kharkiv, Contact name –

Elena Polonskaya, Senior Manager.

E-mail: [pol-lena@rambler.ru](mailto:pol-lena@rambler.ru) )

*May 2005 – April 2006*

\* In-house translator, client manager. Technical and business translations, development of presentation materials (English, German), work with clients.

### **NGO "UMNITS" (Methodology, Education, Research, Information and Training Center)**

(Kharkiv, Ukraine)

*September 2004 – March 2005.*

\* Translator, Coordinator of a branch of NGO "UMNITS" activity "Network of Resource and Information Centers", teacher of foreign languages courses.

## **EDUCATION**

### **Kharkiv University/Foreign Languages Department**

*1998 – 2003.* Translation (English/German). Bachelor's and Master's degree.

### **Technical college #42/Computers engineering**

*1997-1998.* Computers maintenance specialist.

### **Web design company "NETSOFTWARE".**

(Kharkiv, Ukraine)

*May 2003 – September 2004.*

\* Translator of user guides, specifications, and web sites content.

### **Ukrainian newspaper "7 Chustvo"**

*February 2003 – June 2004*

\* Part-time journalist: wrote articles in Russian.

### **Fiancee Internet Agency HeavenlyHearts**

*December 2001-October 2002 .*

\* Translator of correspondence (English, German).

### **TV-channel "Kharkiv 39"**

*September 2001-January 2002*

\* TV-host and scriptwriter for a local youth TV program "Bumerang"

### **Kharkiv youth paper "Telescope"**

*March 2001 –September 2001*

\* Part-time journalist.

### **Freelance translator**

*1997- present*

\* Freelance translator for different companies and individuals.

### **Special Courses and Trainings**

Center of Leadership Development (by American businessmen),

Counselor and Teacher School (NGO UMNITS and American Center),

Trainers school (by American Council, NGO UMNITS).