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Csilla Takács (Ms)

Professional Experience

2017 - present

- **Freelance translator** specialising in **legal and business** documents

2015-2017

- In-house **legal translator** for KRS Law and Tax Advisory Firm (Budapest)

1998-2015

- **Freelance translator** specialising in **legal and business** documents

1996 – 1998

- In-house **legal translator** for the Budapest Office of the multinational Canadian law firm (Toronto/Montreal), Stikeman, Elliott

1995 – 1996

- Office Manager for the Sole Advisor (Antra Ltd., Budapest) to the Hungarian Fund of the European venture capital network (Euroventures B.V.) established in the Netherlands

1991 – 1995

- Personal Assistant to the Senior Partner for the Budapest Office of the multinational law firm, Baker & McKenzie (Illinois Partnership/Chicago) (Andrássy út 102, H-1062 Budapest)

Education

Budapest University of Engineering and Economics, Faculty of Economic and Social Sciences

- Postgraduate courses in Translation (2013-2015)
- Degree in Translation (Certified Translator, 2015)

Eötvös Loránd University of Sciences, Budapest, Faculty of Law

- Postgraduate courses in Law; a two-year course in the Legal English language (*contract and company law, EU Institutions and terminology*) (2001-2007)

College for Foreign Trade, Budapest

- Courses in Economics (1990-1994)
- Degree in Economics (Diploma of an Economist, 1994)

Language certificates

Certificate of English for **Contract and Company Law** (Eötvös Loránd University, Faculty of Law, 2004); Cambridge Certificate for **International Business and Trade** (British Council, Budapest, *June 1998*); advanced level **state certificate in English** supplemented with speciality in foreign trade (College for Foreign Trade, 1994)

Other language skills:

German, Italian and Greek

Computer skills:

MS Office, SDL TRADOS Studio 2017, MemoQ

Professional membership:

Association of Hungarian Translators and Interpreters