

## CV

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Native language: Polish  
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### **TRANSLATOR AT A GLANCE**

I provide professional translations in the following language pairs:

**English>Polish**  
**German>Polish**  
*The flat rate of 0.08 euro/word no match is applied to all the above listed language pairs; if entrusted with both translation + editing (by Maciej) – the flat rate for the entire package is 0.095 euro/ word no match*

**Note: the quote covers also editing service by another linguist!**

#### **CAT use**

Trados Studio 2017, 2019

MemoQ 2015

Transifex, PhraseApp and CrowdIn

XTM Cloud

MemSource

#### **File format accepted**

doc; xls; pps; ppt; ttx; xml; mif; fm; inx; indd and many more

**Translation output per day: 2000-2500 words depending on type of the text**

#### **Main areas of expertise:**

marketing and branding; user manuals; technical and medical documentation (machines, apparatus, production lines); IT (software, help texts, documentation); tenders; legal (contracts, judicial writs, articles of incorporation); patents, trademarks; insurance; finance (balance sheets, P&L accounts, cash flow statements); foreign trade.

#### **Recent trainings and conferences:**

- 2012 Participation in the Trados Studio 2001 Workshop in Warsaw (Advanced Level)

- 2012 Participation in the Localization and Translation conference in Warsaw (<http://www.rynek-tlumaczen.pl>)

- 2013 Participation in the Localization and Translation conference in Warsaw

(<http://www.translation-conference.com/en>),

**Other Software:**

- Operating system: Windows 10
- MS Office 2010, 2016 and 2019
- Adobe Acrobat 7.0 Standard
- Adobe FrameMaker 8.0.
- Adobe Indesign CS3
- ABBYY FineReader Pro

**Additional hardware:**

- Laser printer,
- Scanner,
- Fax machine,
- Photocopier.

**PROFESSIONAL EXPERIENCE**

Graduate from Linguistic Faculty (Adam Mickiewicz University, Poznań). Since 1995 in translation business. Since 2004 working as a full-time freelancer.

Having access to extensive reference library: specialized dictionaries & books, as well as a number of field-specific dictionaries & glossaries from web sources.

12.12.2006 – joined Proz.com.

<http://www.proz.com/profile/623756>

**CLIENTS' PROFILE**

Regular assignments from ca. 50 agencies from all over the world (US, Canada, UK, France, Switzerland, Italy, Germany, Austria, the Netherlands, Hungary, New Zealand).

**References upon request or see:**

- ✓ [www.intopolish.com](http://www.intopolish.com)
- ✓ <http://www.proz.com/profile/623756>,

Long-term cooperation with a number of clients from Poland (manufacturers, importers, exporters etc). References also upon request.

Ca. 30,000 pages translated and 50,000 pages proofread so far. Always on time and without compromise to quality.