

Katarzyna Tańska BA, MA, PgD Diplomacy, PgD Interpreting

Localization: Warsaw

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Professional Profile

I have a five-year experience in translating and interpreting. In the course of my work I translated roughly 5,000 pages in the fields of marketing, law (including EU documents), business and I spend over 1,000 hours rendering interpreting services. Extreme focus and attention to details in translation and agility in interpreting are my working standards.

Experience

09/2016 – Present Freelance Interpreter and Translator

- Translate from ENG<>PL
- Major translation projects: localization of products for on-line retailers: Aliexpress, Wix, Nike (6,000 words); EU documents such as, draft reports, opinions, notices to members, agreed texts, products submissions (7,000 words); legal texts such as Articles of Association, Stipulated Orders etc. (4,000 words)
- VRI and over-the-phone interpreting
- Simultaneous and conference interpreting

01/2014 – 07/2016 Doris Leslie Blau Antique and Modern Rugs, New York
Marketing and Social Media Specialist

- Sold 90\$ k worth of bespoke rugs during 6 month of running a showroom
- Established social media platforms and engaged with followers by designing daily postings, promotional campaigns, using giveaways
- Authored a number of blog posts with focus on interior design
- PL>ENG translations in the field of textiles, interior design etc.
- Increased traffic to the website by 50% in a year

09/2013 – 12/2013 Embassy of the Republic of Poland, Buenos Aires
Assistant to Political and Economic Officer

- Followed and reported on the political climate of Argentina
- Executed consular and administrative tasks
- PL<>SP translations in the field of politics and international relations

03/2012 – 08/2013 Franklin Templeton Investments, Poznan
Presentation Specialist

- Created professional Power Point presentations for international sales teams
- Coordinated German - English translations
- GER>ENG translations in the field of banking and investments
- Produced proofread documents
- Analyzed dense financial data sets
- Tailored communications to a diverse range of business stakeholders

07/2011 – 12/2011 TÜV Rheinland, Hamburg
Marketing Assistant

- Streamlined data collection process by proposing a system that categorizes client's data
- Researched for potential overseas clients for green energy activities
- Established relationships with international marketing teams
- Designed presentations for trade fairs
- GER>ENG translations in the field of certifications and technology

Education

10/2017 – 06/2018 SWPS University, Warszawa
Conference and Simultaneous Interpreting

Gaining first-hand experience from professional interpreters. Training in interpreting booths as well as interpreting in front of the audience.

10/2012 – 06/2013 Adam Mickiewicz University, Poznan
Diplomacy and International Law

Earned postgraduate degree in the fields of law, foreign politics and international relations.

10/2009 – 03/2011 Jagiellonian University, Cracow
Georg-August University, Göttingen

Earned a joint Master of Arts degree in Euroculture - interdisciplinary, international master programme. I was awarded a prestigious Erasmus Mundus scholarship to complete a semester study at the National Autonomous University of Mexico, during which time I also completed an internship at German Konrad Adenauer Foundation in the city of Mexico.

10/2006 – 07/2009 College of Foreign Languages, Poznan

Earned a Bachelor of Arts in English and a Higher National Diploma in Business. I was awarded a scholarship of two-semester study at the Institute of Technology Tallaght in Dublin.

Skills

English: BA in English
German: Goethe Certificate C1
Spanish: DELE C1
Knowledge of CAT tools (SDL Trados)
Social media tools: Google Analytics, Facebook Insights, HootSuite
Computer literate in all Microsoft Office Applications
Advanced use of PhotoShop, Picasa, Prezi
Public speaking and presentation skills

Interests

I have a predilection for politics and international affairs, which made me an active member of a Young Diplomats Forum - an organization where I discussed current affairs and participated in a number of conferences. My penchant for performance and public speaking induced me to join Toastmasters – an international organization where I practiced speaking skills in different languages. I am a passionate traveller and I have a strong interest in a film industry, thus I alone organized a three-month stay in Argentina where I eagerly volunteered in the preparation of Polish Film Festival in Buenos Aires.