

about me

I am a native Czech speaker, certified police/court, HMRC (UK) and DWP (UK) interpreter and a freelance translator with a MA in Czech language, City&Guilds level C2 in English, OCN level 4 in community interpreting and OCN level 4 in police/court interpreting.

Having been working in translation, proofreading, voice over, subtitling and project management since 2008. I am specialised in PR/marketing, HR, legal, and IT (software localisation and HW manuals).

My recent projects include the Czech version of Trainline.com or the Viber app, and my long-term clients are: Xerox (legal, over 300 k words), Booking.com (travel/marketing, 1,900,494 words to date), Western Digital (marketing, 50k words), Prestigio (marketing, 80k words), and also Braun, Mercedes-Benz or the BBC. As an interpreter, I have done over 600 hours of face-to-face interpreting and 900 hours of phone interpreting.

As a voice-over artist, I provide a warm male tenor, native Czech. I specialise in educational, corporate and narrative projects, recorded in my own home studio.

I hold a valid Criminal records Bureau Check (England&Wales) and Access NI (Northern Ireland).

employment history

Jun 2009 – onwards: Freelance translator, interpreter, voice-over artist, UK

During my volunteering as a translator for local NGOs and community groups, I discovered the language service market potential and decided to establish myself as a freelance translator. Upon completing several training courses, I became a registered court/police/health service interpreter. Later, I teamed up with other professionals and offered translation into a range of languages, currently having 150 customers on my list. For the past 3 years, my average turnover was around £35,000. Having completed a training course in Global Education, I also developed and delivered to approx. 200 participants several training programmes focused on overcoming language/cultural barriers. I have also been asked to hold a seminar at the Queen's University in Belfast, and talks on several translation related conferences in the Czech Republic.

Oct 2006 – Jun 2009: Language assistant at St. Joseph's Boys High School, Newry, UK

I was directly approached by the school head teacher, based on good references. I also worked with the Inclusion&Diversity Programme Northern Ireland on developing inclusion methodologies, which later led to the school being awarded the Investors in People Award. In my spare time, I edited a regular bilingual section in the Newry Democrat Weekly, thanks to which the paper won the Newspaper of the Year Award in 2008.

Oct 2005 – Oct 2006: Storeman at Seamus Watters Electrical, Crossmaglen, UK

Although originally hired as a cleaner, I quickly moved to more complex and independent tasks. In 4 months, I was able to serve customers in the collections&repair department. Over the summer holiday period, I was given charge over the store, managing student part-timers.

Jan 2002 - Jun 2005: Regional studio manager at Radio Proglas, Czech Republic.

Together with two other reporters, we changed the regional office from a volunteer based group to a fully equipped regional studio. Under my management, the studio's total airtime increased 3-fold, including new and highly specialised programmes. My most significant achievement in this position is the broadcaster's flagship news programme being compiled and broadcast from my studio.

Jul 1998 – Dec 2001: technician at Radio Proglas, Czech Republic.

My greatest achievement in this role is the successful move of the studio to a new address. By finding a suitable place, mediating between the stakeholders and designing the new layout and equipment, I saved the company over CZK 120,000 in installation costs.

**education
and training**

Dec 2012 - Jan 2013: **Certificate in Police/Court Interpreting**
Principal subjects: interpreting for courts, prison service and police
Awarded by: NICEM Connect, Belfast, Level: Level: OCN4

March 2013 - Apr 2013: **Certificate in Community interpreting**
Principal subjects: interpreting for courts, prison service and police
Awarded by: NICEM Connect, Belfast, Level: Level: OCN4

Jan 2011: **Certificate in Global Education**
Principal subjects: diversity, migration, development, human rights
Awarded by: Open College Network, Belfast, Level: OCN3

Sep 2008 - Jun 2009: **ESOL International, Mastery level**
Principal subjects: English as a second or other language
Awarded by: City&Guilds, UK, Level: C2 (Common European Framework for languages)

Jan 2008: **Certificate in Community Interpreting**
Principal subjects: interpreting for public and health services
Awarded by: Regional Health and Social Interpreting Service, Belfast, UK, Level: Level 3 (OCN3)

Apr 2007 - Aug 2007: **Certificate in Community Interpreting**
Principal subjects: interpreting for public and health services
Awarded by: S.T.E.P. Dungannon, Level: OCN3

Dec 2006: **TEFL**
Principal subjects: teaching English as a foreign language
Awarded by: i-to-i Dublin, Ireland, Level: Very good

Oct 1994 - Oct 1998: **MA degree**
Principal subjects: Social science, pedagogy, Czech language, Thesis title: Poetry in songwriting
Awarded by: Faculty of Pedagogy, the Palacky University, Czech Republic, Level: Very good

1989 - 1993: **A-levels**
Principal subjects: rail traffic, Czech language, German language
Awarded by: SPS Sumpark (Technical college), Czech Republic, Level: Excellent

**personal
skills**

Mother tongue: Czech
Other languages: Slovak - fluent (speaking, reading, writing)
English - fluent (speaking, reading, writing)
German - basic (reading)
Russian - intermediate (speaking, reading, writing)
Polish - intermediate (speaking, reading, writing)

Team work: I have worked in teams of 20-30. **Independent work:** I have worked as a freelancer for 9 years. **Intercultural skills:** I have worked in multi-national teams in the UK.

Organizational skills: I have managed teams of 4-5. My largest project was a 700 page translation of a court evidence file (a team of 4 working for 3 months) and my largest team included 12 translators based in 11 countries worldwide. I have also organized several conferences, concerts and festivals.

Computer skills: Professional level. Systems: Mac OSX, MS Windows, Linux. DTP: Corel Draw, Adobe InDesign, Photoshop, Illustrator. Webdesign: Dreamweaver, Flash, MS FrontPage. Audio&video: Sony SoundForge, Vegas Video, encoders. Office: MS Office full, OpenOffice, other: LAN, FTP, hardware setup and configuration

Driving licence: B, valid

Personal interests: languages, graphic design, music (I play guitar and bass-guitar)

contact

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