

CURRICULUM VITAE



Tomasz Fortuna
ul. Meissnera 1/3 m. 254
03-982 Warsaw
Mobile: +48 506 183 186
e-mail: tomart.tlumaczenia@gmail.com

EDUCATION

- | | |
|-----------|--|
| 2010-2011 | Interdisciplinary Postgraduate Studies in Translation and Interpreting, Institute of Applied Linguistics, Warsaw University (legal and business translation) |
| 2001-2006 | English Studies, Warsaw University, graduated <i>summa cum laude</i> |

Since 2013: Certified legal translator and interpreter

Since Feb 2016: Vendor Polish Language Lead at Netflix (via Acclaro Translation company)

I worked from day 1 on the localization of the entire Netflix service (UI, Customer Service, Metadata, Marketing, etc.) into Polish, acting as the main point of contact for linguistic matters related to the project. Working in various roles (translator, copy editor, editor, QA specialist), I was responsible for the top-notch quality of translation produced by a team of +20 Polish linguists. The project concluded with a successful launch of a fully-localized Netflix service in Poland in September 2016.

The project is ongoing. My current responsibilities include:

- Ownership of all matters related to linguistic side of the localization of Netflix service into Polish, with special focus on Netflix Originals
- Liaising with Netflix PMs and internal linguists aimed at providing high-quality user experience
- Drafting, updating and managing Polish-language style guides, glossaries, terminology databases
- Direct involvement in rolling out new features

Main areas of specialisation:

Marketing, Advertising, Ad Copy, Copywriting (8 years of experience, +200,000 words)

- advertising folders, brochures, promotional materials, briefs, company presentations, advertising campaigns, company websites
- Clients:
 - Netflix: writing, editing and copy adaptation of synopses and marketing content, including highly-visible Netflix Originals,
 - Coca-Cola: copy adaptation of advertising slogans for the Polish market,
 - GM (Chevrolet & Opel brands): copy editing of marketing brochures,
 - Play (leading mobile phone operator in Poland): copy editing of billboards, social media campaigns,
 - AmRest (KFC franchise): translation and copy adaptation of briefs and media campaigns

Human Resources (8 years of experience, +200,000 words)

- evaluation questionnaires, job descriptions, development programmes, employee trainings, incentive & motivation programmes, all kinds of HR-related material
- Clients: Integrity Solutions, Statoil, DHL, sanofi aventis, Johnson&Johnson, GSK

Law (6 years of experience, +150,000 words)

- various types of civil law and common law contracts, BMD certificates, court documents, powers of attorney etc., privacy notices, terms and conditions of use
- Clients: international law firms, private and public sector companies

Medical (5 years of experience, +150,000 words)

- various types of legal-medical documentation (consent forms, clinical trial agreements, patient questionnaires, vigilance & regulatory affairs letters)
- Clients: major international pharmaceutical companies and research institutes (Pfizer, ICON, GSK, sanofi-aventis, Novo Nordisk)

Management & Corporate Communications (7 years of experience, +100,000 words)

- a book “Enduring Success: What Top Companies Do Differently” dealing with management strategy; numerous CEO speeches on company management; documents dealing with management strategies
- Clients: book publishers (WoltersKluwer), private sector companies

Politics & Journalism (5 years of experience, +100,000 words)

- speeches, articles, political analyses, publications, website content
- Clients: regular co-operation with the Chancellery of the Prime Minister of Poland, and the Chancellery of the Polish Senate; Helsinki Foundation for Human Rights

IT (7 years of experience, +150,000 words)

- product descriptions (anti-virus software, data storage solutions, various types of software), SAP implementation, Microsoft Office implementation (employee trainings)
- Clients: IBM, Symantec, NASK (Polish Internet provider), Telekomunikacja Polska (Polish telephone provider)

Film (8 years of experience, +200,000 words)

- press-books, interviews, website content, synopses
- Clients: Netflix, Warner Bros. Poland, film production companies

Humanities (8 years of experience, +200,000 words)

- translation of +15 books dealing with history, psychology and religion

- Since 2005 Regular co-operation with leading Polish and international translation agencies, publishing houses and advertising agencies, public and private sector companies
- 2006-2016 A **proof-reader** and **editor** for one of the biggest translation agencies in Poland (**GET IT**), checking around 500 pages of EN-PL and PL-EN texts every month.
- 2006-now Translated **15 books** from such diverse areas of knowledge as: **management, history, psychology and religion.**

COURSES AND TRAININGS

- | | |
|-----------|---|
| 2011 | Course in Polish and English law (University of Warsaw) |
| 2009 | Advanced SDL Trados Studio 2009 training |
| 2008-2009 | Course in editing and proof-reading of translated texts |
| 2008 | Advanced SDL Trados 2007 training |
| 2005 | Course in translation of children’s books |
| 2005 | Course in translation of academic texts |

2004/2005 Translating tourism (Polish and English texts)
2004 Translating politics (course in translation of Polish and English press articles)
2004 Course in legal translation

SKILLS

- advanced computer skills (Microsoft Office, Internet, OCR software)
- advanced CAT software user (SDL Trados 2014, Wordfast Pro, MemoQ 2014)

MAIN STRENGTHS:

- accuracy
- flair for words
- diligence
- dozens of satisfied customers

REFERENCES AVAILABLE UPON REQUEST