

Curriculum Vitae

Zoryana Dorak

Sworn Translator!

MA in Translation and Political Science from Lviv Ivan Franko National University, Faculty of International Relations (diploma with honors)

Certification in Translation from the Ukrainian Translators Association

Member of the Ukrainian Translators Association

Language Pairs: English <> Ukrainian/Russian

Mother tongue: Ukrainian, Russian

SERVICES: TRANSLATION, INTERPRETATION, AND PROOFREADING

<http://www.proz.com/profile/787418>

References are available upon request

**42/5, Skoryny Street
79031, Lviv
Ukraine**

**Mobile: +380962502112
e-mail: zoryanadorak@gmail.com
Skype: DZoryana**

**Date of Birth: July 19, 1981
Citizenship: Ukraine**

AREAS OF EXPERTISE:

- Audit
- Accounting
- Political Science
- Law/Contracts
- Advertising
- Marketing
- Banking
- Economics
- Business
- Human Resources
- Tourism, sport
- Management
- International Organizations, European Union

RECENT PROJECTS:

- 50-thousand word translation project (website) from English to Ukrainian for Qatar Airways
- 5-thousand word translation of the website for Qatar Airlines from English to Ukrainian
- 40-thousand word proofreading of the project for UNICEF from English to Russian
- 19-thousand word translation of the Handbook: children at airports and Vega Handbook: countermeasures against smuggling and TNB at airports. International Edition from English to Ukrainian
- 17-thousand word translation for the Portuguese national travel website from English to Russian
- 30-thousand-word translation for IDEA (law, international affairs, political science)
- 32-thousand word translation of financial statements and incorporation documents of the oil refining company from English into Russian
- 26-thousand word translation of financial statements and Articles of Association of the Asset Management Company from Ukrainian to English
- Proofreading of legal and human resources documents of the health care company from English into Russian and Ukrainian
- 10-thousand word translation related to reforms in Kazakhstan from English into Russian
- 30-thousand word translation of financial documents (accounting policies, statements of financial position, statements of comprehensive income, cash flow statements etc.) of a group of agricultural companies
- Proofreading of a 10-thousand word project (Code of Conduct, training materials) of a printing and packaging company from English into Russian
- International Organization for Migration – manuals
- Translation of a web-site and a Global Online Education Resource for Peace One Day
- Translation of documents for the International Registry of Mobile Assets
- Auditing Company Nexia Poyiadjis – business correspondence, financial statements, balance sheets, income statements, cash flow statements, telephone interpretation
- Credit Europe Bank – Articles of Association
- Insurance Company TAS – contracts, support agreements, invoices, and handover protocols

- Bosch and Siemens – warranty, replacement, and compensation policies of faulty units of household appliances, marketing material, letters
- Civil Engineering Consulting Company Louis Berger – general layouts, agreements, interpretations
- World Dance Council – Articles of Association
- Freelance research writer registered with Master Research headquartered in Canada

Full-time employment

- International Civil Engineering Company Louis Berger – Translator/Interpreter
- Auditing Company Nexia DK. Auditors & Consultants – Translator/Interpreter

PERSONAL TRAITS OF CHARACTER: responsibility, diligence, attention to details

COMPUTER SKILLS: MS Office, Internet, Outlook Express, Trados Studio 2011 and 2014, MemoQ 2015.