

Anamaria Sasu

English to Romanian Translator and Interpreter

Bucharest, Romania

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Objective	Increasing my business and continually improving my skills and abilities, working as a freelance translator		
Specific Skills	Extensive experience in translations - various domains, over 5000 pages (1.5 million words) translated to date; working in the following fields: general (literature, marketing materials, localization, journalism), in commercial contracts, legislation (national and European), personal documents (for legalization), technical documentation, aviation (aircraft maintenance service manuals, operation manuals), medicine, literature. Experience as an interpreter (conference, consecutive, simultaneous). Experienced English teacher, especially ESL for adults, all levels. Other skills: reporting, management, scheduling, customer service, debt collections, project management, training.		
Certifications and Education	Sworn Translator/Interpreter	Romanian Ministry of Justice	September 2003
	Cambridge Proficiency Certificate Grade A	Cambridge University via The British Council in Bucharest	December 2001
	BA in English	The University of Bucharest	February 2003
Experience	Freelance Translator and Interpreter	<i>Self-employed since 2008, collaborations with several translation companies since 2005</i>	2005 - current
	Reporting Specialist	<i>Dell Romania (Perot Systems)</i>	2009-2010
	Collection and Approval Manager	<i>Cofidis Romania</i>	2008-2009
	Collection Manager	<i>Proficredit Romania IFN, SA</i>	2007-2008
	Internal Collection Manager	<i>Bancpost Romania</i>	2006-2007
	Collection Team Leader	<i>Bancpost Romania</i>	2005-2006
	Scheduling Specialist	<i>Vodafone Romania (Connex)</i>	2003-2005
	Collection Officer	<i>Vodafone Romania (Connex)</i>	2002-2003
References	Available on request		