**MARCELA SHIFLETT**

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Phone: +421-907770062 (please send text messages with urgent assignments)

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Web: http://czechandslovaktranslator.webs.com

 **Academic Background**

Master’s Degree in English language, literature, and pedagogy. Prešov University, Slovakia, 1999.

Currently pursuing doctoral degree in translation and interpretation. FREELANCE TRANSLATOR since 1999.

**Certifications**

SC teaching certification, 2001 (continuous)

National Board for Professional Teaching Standards Certification, 2011 (continuous)

Formally trained in APEX (virtual school administration)

SAFE-T (formal assessment of newly hired teachers)

Curriculum development

**Language Skills**

Native language: Slovak; Fluent in: English, Czech.

Proficient in: Spanish, Russian.

**Translating, Interpreting, Editing, and Proofreading in the following language pairs/ rates:**

SK>EN, EN>SK, CZ>EN

**Preferred rates:**

TR: 0.075 USD per source word (generic text)

TR: 0.1 USD per source word (specialized text)

ED, PR: 0.05 USD per source word (generic text)

ED, PR: 0.075 USD per source word (specialized text)

INT: 50.00 USD per hour

**CAT tool and Computer Programming Skills**

CAT tool: Across

Known Windows Operating Systems: Microsoft Office Package

Virtual education programs: APEX, PowerSchool

 **Professional Background**

1999- Present: Freelance translator and interpreter

2001- Present: High school English and ESOL teacher

2003- Present: Department chair, SAFE-T evaluator, and curriculum developer

2005- 2006: University of South Carolina ESOL instructor (evening courses)

2007- Present: Virtual school (APEX) coordinator

**Professional Excellence Summary**

14-year experience in the field of translation and interpretation. References and work samples available upon request.