

Curriculum Vitae

Monika von Kurzynski

Address:	Zum Eichholz 67 31228 Peine Germany	
Tel:	+49 (0)5171-29 30 10	
Fax:	+49 (0)5171-29 30 13	
E-Mail:	info@dynamic-words.de	Nationality: Swedish

Education and Qualifications:

10/2004 – 04/2007	Degree program leading to a Master of Arts in “Language and Engineering”, University Of Hildesheim, Hildesheim, Germany
09/2003 – 02/2005	Qualification for language course directors, Germany
10/2001 – 02/2005	Degree program leading to a Bachelor of Arts in “International Communication and Translation” University Of Hildesheim, Hildesheim, Germany
09/1999 – 06/2000	Pedagogics A course Umeå University, Umeå, Sweden
09/1999 – 06/2000	Introductory Course in Law Umeå University, Umeå, Sweden
08/1993 – 05/1996	Swedish National Police Academy, Solna, Sweden
09/1992 – 06/1993	Study programme “Electrical Engineering”, Umeå University, Umeå, Sweden

Work experience:

04/2008 – 07/2008	Lecturer for Swedish, Technical University <i>Carolo-Wilhelmina</i> at Brunswick, Germany
01/2004 – present	Freelance translator and interpreter. Working languages Swedish (mother tongue), English (fluently), German (fluently).
11/2003 - present	Course director, Swedish as foreign language, Kreisvolkshochschule Peine, Peine, Germany
10/2003 - 07/2008	Course director, Swedish as foreign language, Volkshochschule Hildesheim, Hildesheim, Germany
09-10/2000	Participation in “Project Foreign Police Officers at the EXPO 2000”, Hanover, Germany
06/1996 – 11/2007	Police officer at Västerbotten Police Department, Umeå, Sweden *

* My employer accorded me leave of absence during my education in Hildesheim, Germany.

Other experiences:

03/2003 - present Hostess /interpreter (English ↔ Swedish ↔ German) at up to six international fairs per year (CeBit, Hanover Fair, LIGNA, Interschutz etc.) in Hanover.

Skills and Achievements:

Language skills:	Swedish	mother tongue
	English	fluently
	German	fluently
	Spanish	intermediate / basic
	Norwegian	understanding – fair
	Danish	understanding – fair
	Dutch	understanding – fair

Computer skills: Very good general computer skills

MS Office	- advanced knowledge
AcrobatReader	- advanced knowledge
TRADOS	- advanced knowledge
SDLX	- advanced knowledge
Passolo	- intermediate knowledge
InDesign	- basic knowledge
HTML	- basic knowledge

Other skills: Very good communication and social skills

Interests: Sports, running and general fitness training, horseback riding, dogs.

Memberships: BDÜ - Bundesverband der Dolmetscher und Übersetzer e.V., Germany
SFÖ - Swedish Association of Professional Translators
Swedish Association in Hanover, Germany

Peine, Germany, January 2009



Monika von Kurzynski