

Curriculum Vitae

Personal information

Name Przemyslaw Kalemba
 Address 4 Patriot Close, WS1 4NR, Walsall, UK
 Telephone +44 1922 641 643
 Mobile +44 7503358504
 E-mail przemlem@yahoo.co.uk
 Website www.columbustranslations.co.uk
 Nationality Polish
 Date of birth 24/04/1976

Desired employment English-Polish Translator / Proofreader / Subtitler

Work experience

Dates	Since March 2009
Occupation or position held	English-Polish Translator / Proofreader
Main activities and responsibilities	Translating government and legal documents as well as travel and tourism marketing materials
Name and address of employer	The Big Word , Link Up House, Ring Road, Lower Wortley, Leeds, LS12 6AB, Tel: +44 (0)870 748 8000, Fax: +44 (0)870 748 8001, Email: info@thebigword.com
Type of business or sector	Translation Services
Dates	Since December 2009
Occupation or position held	English-Polish Subtitler
Main activities and responsibilities	Subtitling TV series , extras for DVD releases, corporate announcements, training videos
Name and address of employer	SDI Media , Cambridge House, 100 Cambridge Grove, London W6 0LE, Tel: +44 208 237 7900, Fax: +44 208 237 7950, Email: info.uk@sdimedia.com
Type of business or sector	Media Translations
Dates	Since November 2009
Occupation or position held	English-Polish Subtitler
Main activities and responsibilities	Subtitling video manuals for Canon (consumer electronics)
Name and address of employer	Titelbild , Subtitling and Translation GmbH, a Red Bee Media Company, Katharinenstrasse 18, D-10711 Berlin, Tel: +49.(0)30.7202 494 0, Fax: +49.(0)30.7202 494 77, Email: elvina.kulinicenکو@titelbild.de
Type of business or sector	Media Translations
Dates	Since November 2009
Occupation or position held	English-Polish Subtitler
Main activities and responsibilities	Subtitling promotional videos for Sure Start

Name and address of employer	ITFC , 28 Concord Road, London W3 0TH, Tel: +44 (0) 20 8752 0352, Fax: +44 (0) 20 8993 6393, Email: hello@itfc.com
Type of business or sector	Media Translations
Dates	Since April 2010
Occupation or position held	English-Polish Subtitler
Main activities and responsibilities	Transcribing and Subtitling corporate videos
Name and address of employer	VSI (Voice and Script International), 128 – 134 Cleveland Street, London W1T 6AB, United Kingdom, Tel: +44 (0) 20 7692 7700, Email: info@vsi.tv
Type of business or sector	Media Translations
Dates	Since February 2009
Occupation or position held	English-Polish Subtitler
Main activities and responsibilities	Subtitling current affairs programmes for <i>EuroparlTV</i> , the European Parliament web TV channel
Name and address of employer	Mostra Communications , Global Village, Chaussée d'Alsemberg 1001, Brussels, B-1180, Tel: +32 25374400, Email: sra@mostra.com
Type of business or sector	Media Translations
Dates	Since February 2009
Occupation or position held	English-Polish Translator / Proofreader
Main activities and responsibilities	Translating and proofreading market research, marketing and advertising materials, games
Name and address of employer	Lingo24 Limited, 66 Queen's Road, Aberdeen, AB15 4YE, UK Tel: 0870 7654 646, Email: sanda.barbu@lingo24.com
Type of business or sector	Translation Services
Dates	Since January 2009
Occupation or position held	English-Polish Proofreader
Main activities and responsibilities	Website localization : Proofreading website content (including subtitles) for Full Tilt Poker Software localization : Proofreading software content for Full Tilt Poker
Name and address of employer	APlus Translations Inc., 8311 Dalemore Rd, Richmond, BC V7C 2A7 Canada, Mobile: +1-604-729-4540, Fax: 1-866-243-9249, Email: aplustranslations@shaw.ca
Type of business or sector	Translation Services
Dates	Since December 2009
Occupation or position held	English-Polish Translator
Main activities and responsibilities	Translating corporate documents
Name and address of employer	Translation Artwork , ModusNext.ch GmbH, Fliederweg 3, 9320 Arbon, Switzerland Tel: +41 (0) 44 586 4858, Fax: +41 (0) 44 575 3344, Email: info@translationartwork.com
Type of business or sector	Translation Services
Dates	2006 – 2011
Occupation or position held	ESOL Tutor (English for Speakers of Other Languages)
Main activities and responsibilities	Supported learners to develop their knowledge and skills in order to achieve the required qualification or level of competence, ensured they are able to access appropriate employment or additional training opportunities; carried out learner assessment and assisted with recruitment and inductions.

Name and address of employer	Walsall Adult & Community College , Whitehall Centre, Weston Street, Walsall, WS1 4EQ Tel: +44 1922 721421, Fax: +44 1922 721963, Email: cocewhitehall@hotmail.com
Type of business or sector	Adult Education
Dates	2006 – 2009
Occupation or position held	ESOL Tutor (English for Speakers of Other Languages)
Main activities and responsibilities	Supported learners to develop their knowledge and skills in order to achieve the required qualification or level of competence, ensured they are able to access appropriate employment or additional training opportunities; carried out learner assessment and assisted with recruitment and inductions.
Name and address of employer	Walsall College , St Paul's Street Campus, St Paul's Street, Walsall, West Midlands, WS1 1XN Tel: +44 1922 657000 ext. 7586, Fax: +44 1922657083, Email: mentor@walsallcollege.ac.uk
Type of business or sector	Adult Education
Dates	2006 – 2008
Occupation or position held	Translator / Interpreter
Main activities and responsibilities	Translations and interpreting for the NHS, Youth Services, solicitors and private clients
Name and address of employer	five star Five Star BIT , 12 Southside, 249 Ladypool Road, B12 8LF, Birmingham, UK Tel: +44 121 4465197, Fax: +44 121 4465224, Email: mail@5starbit.co.uk
Type of business or sector	Translation Agency
Dates	2006 – 2007
Occupation or position held	Translator / Interpreter
Main activities and responsibilities	Interpreting for the NHS and solicitors' offices
Name and address of employer	Universal Interpreting and Translation Services , 200 Newhall Street, Birmingham, B3 1SH, UK Tel: +44 01212360993,
Type of business or sector	Translation Agency
Dates	2006
Occupation or position held	Interpreter
Main activities and responsibilities	Interpreting for the NHS and Jobcentre DCI Dept
Name and address of employer	Global Translation Services , 470 Witton Road, Aston, B6 6SN, Birmingham, UK Tel. +44 121 686 2957, Fax: +44 121 240 8299, Mobile: +44 7967183911
Type of business or sector	Translation Agency
Dates	2006
Occupation or position held	Translator / Interpreter
Main activities and responsibilities	Translations and interpreting for Express Translations and Interpreting, Birmingham, UK
Name and address of employer	Express Interpreting & Translations , 298 Rookery Road, Handsworth, B21 9QG, Birmingham Tel. +44 121 554 1981, Fax: +44 121 554 7430, Email: enquiries@expressinterpreting.co.uk
Type of business or sector	Translation Agency
Education and training	
Dates	May – June 2008
Title of qualification awarded	Course in Subtitling for Translators
Principal subjects covered	Type and appearance of subtitles; Reading speed and synchronization, Time coding / Cueing

Name and type of organisation	Centre for Language Studies, City University, London, UK
Level in inter/national classification	N/A
Dates	December 2006 – June 2007
Title of qualification awarded	City & Guilds Certificate for ESOL Subject Specialists
Principal subjects covered	English Language Use & Skills, Factors Affecting Language Use and Development, Theoretical Frameworks, Developing ESOL Programmes, Teaching Practice
Name and type of organisation	Skills for Life Department, Walsall College, UK
Level in inter/national classification	Level 4
Dates	1999 – 2003
Title of qualification awarded	Master's Degree in Translation and Teaching at the Institute of Applied Linguistics, MA dissertation on "Translation Strategies in Film Subtitling"
Principal subjects covered	EU, legal and business translations, linguistics, contrastive grammar, Anglo-Saxon culture and history, teaching methodology, psychology, semantics, pragmatics, translation and interpreting workshops
Name and type of organisation	The Institute of Applied Linguistics (ILS), University of Warsaw
Level in inter/national classification	Master's Degree (MA)
Dates	January – March 2001
Title of qualification awarded	Introduction to Business
Principal subjects covered	Economic systems, essential elements of business organization, production, human resource management, marketing, finance, risk management, business vocabulary
Name and type of organisation	Northern Virginia Community College, Virginia, US
Level in inter/national classification	N/A
Dates	1996 – 1999
Title of qualification awarded	Bachelor's Degree in English Teaching
Principal subjects covered	Linguistics, semantics, pragmatics, phonology, morphology, teaching methodology
Name and type of organisation	The Faculty of Arts at Nicholas Copernicus University, Torun, Poland
Level in inter/national classification	Bachelor's Degree (BA)
Dates	1996 – 1999
Title of qualification awarded	A Diploma in English Teaching
Principal subjects covered	Linguistics, Anglo-Saxon culture, literature and history, psychology, semantics, pragmatics, phonology, morphology, teaching methodology
Name and type of organisation	Teachers' Training College, Torun, Poland
Level in inter/national classification	Level 3
Dates	1991 – 1996
Title of qualification awarded	A Diploma in Electronics
Principal subjects covered	Secondary education curriculum & vocational subjects
Name and type of organisation	Technical School of Electronics, Torun, Poland
Level in inter/national classification	GCSE (level2)
Personal skills	
Mother tongue	Polish
Other languages	English, French, Russian, Slovak
Self-assessment	
<i>European level (*)</i>	

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Polish	C2	Polish	C2	Polish	C2	Polish	C2	Polish

C2	English	C2	English	C2	English	C2	English	C2	English
A1	French	A2	French	A1	French	A1	French	A1	French
A1	Russian	A1	Russian						
A2	Slovak								

(*) Common European Framework of Reference for Languages

Social skills	<p>Coaching and Mentoring Course Walsall College, Walsall, West Midlands, UK (2008)</p> <p>I have interpreted in all sorts of contexts and situations: at hospitals, health centres, dental surgeries, jobcentres, citizens' advice bureaux, solicitor's offices, group meetings and private homes. I have also translated various texts from technical, electronic, scientific and medical to press, sports, online gambling, political, economic, business and legal to personal and EU documents.</p> <p>I thoroughly enjoy working with other people as an interpreter but I also find translating written texts very rewarding. Impartiality, confidentiality, and a good rapport with a client are, I believe, essential for any interpreting or translation job to be delivered successfully.</p>
Organisational skills	<p>I have been responsible for planning and leading a number of English courses, which required a great deal of administrative planning and preparation.</p>
Technical skills	<p>Technical School of Electronics Torun, Poland (1991 – 1996)</p>
Computer skills	<p>Fully computer literate including:</p> <ul style="list-style-type: none"> • Computer skills <ul style="list-style-type: none"> ▪ Windows XP, Vista and Windows 7 ▪ MS Word, MS PowerPoint, MS Excel, MS Access, MS FrontPage, MS Publisher ▪ Open Office, Adobe, Archives (WinRar, Zip) ▪ Internet Explorer, Firefox Mozilla, Google Chrome ▪ Skype, ICQ, Yahoo Messenger ▪ Flash, HTML ▪ Web Design • Translation Tools <ul style="list-style-type: none"> ▪ SDL Trados 2007, SDL Trados Studio 2009 ▪ SDL MultiTerm 2009 ▪ SDL Passolo 2009 ▪ SPOT Subtitle Editor ▪ SWIFT NL Subtitle Editor ▪ GTS Subtitle Editor
Artistic skills	<p>Film: I helped to organise the Camerimage Festival of Cinematography; Photography: A Photography Course at Northern Virginia Community College in the US (2001); Music: I play the drums and the guitar.</p>
Other skills	<p>Voluntary work: In 2000 I was part of a team at Warsaw University which helped blind students by recording English textbooks on tapes to facilitate their learning. I also took part in the preparations for the European Meeting in Warsaw organised by brothers from Taizé in France. I helped a Polish charity called Caritas distribute Christmas gifts to the poor and homeless in my home town. A few years ago, I was part of a large team running an International Festival of Cinematography called <i>Camerimage</i> where I looked after a Polish director Agnieszka Holland. Last year I started contributing as a volunteer translator to the Gospel Translations website content.</p>
Driving licence	<p>Clean full EU driving license</p>

Additional information

I am a Polish national and I have worked as a freelance translator with companies in the UK, Canada, Brussels and Poland. I am a Member of the Chartered Institute of Linguists and the Institute for Learning.

In 2000 I decided to go to the US to get hands-on experience of the country and the language I wanted to work in. I spent a year in the US, learning about the culture, the people and the language. I also studied business and photography at Northern Virginia Community College. When I came back in 2002, I started working as a freelance translator.

Between 2002 and 2005, I worked as an English teacher and part-time freelance translator in Poland. During that time I completed my translation studies at the Institute of Applied Linguistics at the University of Warsaw. My MA dissertation on translation strategies in film subtitling was received very well and, in 2004, I was awarded a Master's Degree in Linguistics.

I came to the UK in October 2005 and have lived here since then. Soon after my arrival, I started to translate and interpret for agencies in Birmingham. I have translated various documents and letters as well as interpreted for a number of institutions such as job centres, hospitals, health centres, dental surgeries, citizens' advice bureaus, attorney offices, etc.

For the last five years, I have also taught English to adults at Walsall Adult and Community College. In 2007 I completed a Level 4 City & Guilds course for ESOL subject specialists. Working as an English teacher in the UK, I have had to demonstrate an advanced level of English on a daily basis. I believe that being a teacher has helped me perform better in my translation and interpreting work and vice versa.

I am truly interested in media translation, subtitling in particular. In 2008 I completed a course in subtitling at City University in London, where I learnt to subtitle using SWIFT NL, a digital subtitling system, and mastered the technical aspects of the subtitling process and equipment. I have recently been using Spot Subtitle Editor. While working for SDI Media, I also used GTS, their custom made subtitle editor. I work on a Windows Vista computer and use SDL Trados 2007, MS Office 2007 and an 8Mb broadband Internet connection.

I am an ambitious and diligent person. I enjoy learning new things, working with people and I adapt quickly to a new environment. That is why I am sure I will be an asset to your company. I would like to be considered for a translation position in which someone of my background could make a contribution.