Ana Babić

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| Personal Data | Date and place of birth: July 1st, 1985, Makarska  Address: Domovinske zahvalnosti 4, 21300 Makarska  Phone: +385 99 22 86 0 77  E-mail: ana1babic@gmail.com |
| Work Experience | January 2014 – Present – **Translector j.d.o.o.**  **Director**   * Certified translations (English-Croatian) * Courses of English and Croatian * Text editing and proofreading * Managing activities   January 2011 - Present - **Certified Court Interpreter for English**   * Certified translations on demand of the Croatian court, police or private persons (some of the clients: Prvan d.o.o., Ziman d.o.o., etc.) * Text editing on demand of companies and private persons   March 2010 - January 2011 **Fundus d.o.o.**  Interpreter and Project Manager   * Translating texts of diverse terminology from English to Croatian and vice versa – web site, legal documents, interviews, official correspondence, etc. * Text editing of texts that need to be published on web site or sent to clients * Managing purchase of real estate with foreign clients (obtaining documents, establishing companies, etc)   January 2009 - March 2010 **Coca – Cola HBC Hrvatska d.o.o.**  Language Editor and Interpreter - honorary   * Translating texts of diverse terminology from English to Croatian and vice versa – web site, legal documents, interviews, brochures, letters, official correspondence, etc. * Editing texts in English and Croatian: internal magazines, web site, various documents   January 2006 – present **honorary - different companies**  Language Editor and Interpreter  **Croatian Canoe Federation** – honorary   * Translating texts of sports thematic   **Projekt biro d.o.o**. – honorary   * Translating technical and architectural texts   **Casino Grad d.d**. – honorary   * Translating legal texts   03. 2008. – 12. 2008. **Fundus d.o.o. – Real estate agency,** Makarska  Co-director   * Interpreting legal texts * Updating web sites * Maintaining the real estate data base * Consulting in real estate * Selling real estate * Administration * Marketing * Market research   10. – 06. 2007. **Radio Dalmacija,** Split  Trainee   * Reading official the web site of Radio Dalmacija * Working on field with journalists and reporters   Acquainting with the job of journalists (writing the news, sound processing, reading the news) |
| Education | January 2011 - **Certified Court Interpreter for English**  2003. – 2010 **University of Split**,  **Faculty of Philosophy**, Department of Croatian, Department of English  Double Major – English and Croatian, Masters Degree  1999. – 2003. **Language** **Gymnasium Fra Andrija Kačić Miošić**, Makarska |
| **Computer Skills** | Microsoft Office (Word, Excel, PowerPoint), Internet |
| **Languages** | Croatian – native  English – fluent  German - beginner |
| Interests and activities | Psychology, swimming, art, free climbing |