



# ANNA MATYNIAN

MORE THAN 12 YEARS OF  
PROFESSIONAL TRANSLATION  
EXPERIENCE

✉ [annamatdata@gmail.com](mailto:annamatdata@gmail.com)  <https://www.proz.com/translator/1110043>

📍 Cali (Colombia)

## PERSONAL INFORMATION

Date of birth: 21 January, 1982.

## LANGUAGES & LANGUAGE PAIRS

- Russian – native
- English – C2
- Italian – C1
- Spanish – C1
- German – B2
- English → Russian
- Italian → Russian
- Spanish → Russian
- German → Russian

## FIELDS OF EXPERTISE

- Law & Contracts
- Banking & Finance
- Business & Commerce
- Marketing/Market Research
- IT
- Hospitality & Tourism
- Internet & E-Commerce
- Fashion
- Cosmetics & Beauty
- Manufacturing

## SERVICES OFFERED

Translation: \$0.055 per source word.

Proofreading: \$0.025 per source word.

Ready to perform a free test translation (up to 250 words).

## EDUCATION

Sept. 2006 – May 2011 MA in Financial Management (Moscow Open Social Academy)

Oct. 1999 - May 2004 Baltic University of Foreign Languages and International Cooperation (Saint Petersburg, Russia), Department of Foreign Languages, BA in Translation and Interpreting (Diploma with distinction).

## COURSES AND TRAINING

Sept. 2022 - May 2023 Google Data Analytics Professional Certificate

Sept. 2004 - Jan. 2005 Spanish language course at the University of Malaga (Spain).

## PROFESSIONAL EXPERIENCE

- Jan. 2011 – present Freelance translator working with translation agencies of Russia, Europe, USA, Canada, Australia and Latin America.
- Oct. 2008 – Dec.2010 [TransLink](#) (translation company), translator/interpreter: translation and proof-reading of different kinds of documents from Spanish, Italian and English to Russian: contracts, travel guides, websites, surveys, press articles, etc.
- Sept. 2006 – Aug.2008 MLH Properties (real estate company), translator/interpreter: translation of contracts, correspondence, etc., interpreting at negotiations and exhibitions.
- May 2004 – Aug. 2006 [Saint Petersburg Socio-Economic Institute](#), project manager (education and cultural projects), translator and interpreter.

## RECENT PROJECTS

- A series of marketing and advertising materials on fashion, Italian and English to Russian, 50,000 words.
- Advertising materials for Palladium Hotel Group, English to Russian, 40,000 words.
- Website of HCC Hotel (Barcelona) <https://www.hcchotels.es/> , Spanish to Russian, approx. 15,000 words.
- Ongoing translation and proofreading of a series of financial documents, English to Russian, approx. 20,000 words.
- Translation of an application interface, Italian to Russian, 3,000 words
- Joint stock Company's Articles of Incorporation, English to Russian, 10,000 words.
- Anti-harassment Training Course for Employees, English to Russian, approx. 12,000 words.
- Translation of a set of financial and legal documents for a private client, English to Russian, approx. 10,000 words.
- Translation of a series of contracts (sale contracts, supply contracts, manufacturing contracts, etc.) for Codex Global, English and Italian to Russian, 25,000 words in total.
- Translation of a set of laws and governmental decrees, German and English to Russian, 75,000 words, for a governmental client.
- Product catalog (ventilation equipment manufacturer), Spanish to Russian, 20,000 words.

## CAT TOOLS/SOFTWARE

- SDL Trados Studio 2021
- MemoQ 6.0
- MemSource
- Microsoft Office 2010
- Adobe Photoshop
- Adobe Acrobat Reader y Professional
- Adobe Illustrator
- ABBYY FineReader

Able to learn any new software.

## REFERENCES AND FEEDBACK FROM CLIENTS

<https://www.proz.com/feedback-card/1110043>