PERSONAL INFORMATION Chinara Salahova

 Tahir Hadjiyev st, Baku (Azerbaijan),

 +994513880098

 cinaresalahli19@gmail.com

Sex Female | Date of birth 24/12/1997 | Nationality Azerbaijani

WORK EXPERIENCE

 08/2017–11/2017 Translator

# Global Translations LLC (Azerbaijan)

- Translating documents for different platforms

11/2017–12/2017 Freelancer Interpreter

# Yunus Emre Institute Baku - The 2nd International Carpet Symposium, Baku (Azerbaijan)

12/2017–Till now Freelancer Translator

# Global Translation LLC, Baku (Azerbaijan)

01/05/2018–Present Translator and Interpreter

# Bona Dea International Hospital, Baku (Azerbaijan)

- engaging with the translation and revision of the documents and materials regarding to medical, scientific, technical business etc. fields.

-interpreting of the official conversations and medical trainings (english- azerbaijani-turkish)

EDUCATION AND TRAINING

01/09/2003–31/05/2014

# School No.74, Baku (Azerbaijan)

09/2014–06/2018 Translation and Interpretation (Eng-Az, Az-Eng, Az-Spanish, Spanish-Az) entrance score - 628

# Azerbaijan University of Languages, Baku (Azerbaijan)

PERSONAL SKILLS

Mother tongue(s) Azerbaijani

Foreign language(s)

|  |  |  |
| --- | --- | --- |
| UNDERSTANDING | SPEAKING | WRITING |
| Listening | Reading | Spoken interaction | Spoken production |  |

English C1 C1 C2 C2 C1

IELTS Certificate at 7.5 Score

Turkish C2 C2 C2 C2 C2 Spanish B1 B1 B1 A2 B1

Communication skills Self-motivated

 Strong verbal communication

 Risk management processes and analysis

Skilled in conflict resolution

Risk management processes and analysis

Extremely organised

Organisational / managerial skills Co-leading of group in different projects.

Organizing and tracking tasks for each individuals of group

Job-related skills - Accurate translation and interpretation

* Meeting the deadline
* Knowledge of Microsoft programs

Digital skills SELF-ASSESSMENT

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Information processing | Communication | Content creation | Safety | Problem solving |
| Proficient user | Proficient user | Proficient user | Proficient user | Proficient user |

 Certificates 

* *“Winner of English Olympic Championship at Baku”*
* *“BALKHOORMA organizer and interpreter in BALAKAN”*
* *“Translator for university events”*
* *“Active translator student at Linguistics’ club”*
* *“Active student at the university”*
* *“Organizer of events at SYO*
* *“Practitioner and translator at Global translations LLC Company”*
* *“Active part of IDEC Education Center and IB club”*
* *“Active member of Debates’ club”*
* *“Chairwoman of Student trade union”*
* *“Interpreter at the Multiculturalism conference”*
* *“Winner of Simultaneous Translation at University”*