Corina Taranu

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PROFILE \_\_\_

I am a hardworking, reliable and professional translator that is able to complete requests accurately and efficiently. That has a trustworthy and dependable personality ready for any upcoming challenges or tasks given to me.

With my enthusiastic, energetic, passionate attitude I am excellent when dealing with customers and have brilliant communication skills in both oral and written English and French, that will be able to influence the business at all levels.

From having lived and travelled in different places around the world I have had the opportunity to explore and experience culture, giving me a full understanding of diversity and multicultural issues.

KEY SKILLS \_\_\_

 • Customer Service Experience

 • Positive Outlook

 • Excellent Communicative Skills

 • Culturally Experienced

 • Team Player

 • Professional Approach

 • Self-Motivated

EMPLOYMENT HISTORY \_\_\_

**Teacher at Euro World for Children, Romania 2008-2009**

 • Teaching English to disadvantaged Children.

 • Providing necessary support in both written and spoken English for disadvantaged children.

 • Using and presenting with specialized translation software (PowerPoint i.e)

 • To help improve the local translators conversational English.

 • Working as a part of a team to produce a grander result.

**Interpreter/Translator at Social Trade, Romania Oct 2009-March 2010**

 • Translating Certification Documents

 • Organizing and Filing

 • Telephone

 • Reception

 • Meeting with clients

**Language Advisor, Next Century, Romania 2010-2012**

 • Providing Interpretation Advice and Service for Next Century Agency

 • Translating official documents, news articles & various other documents for the local community

 • Well-presented and well-mannered toward clients.

 • Independently carry out tasks.

**Smart Translation, Birmingham Jan 2014-June2014**

 • Editing & Translating layouts of various official documents.

 • Meeting with Clients

 • Organizing

 • Working to deadlines

 • Prioritizing workload

EDUCATION \_\_\_

**Gh. Asachi (College) July 2008**

Social Sciences – Human Resources, Bachelor Degree 80%

HOBBIES AND INTERESTS \_\_\_

With a passion for culture I enjoy travelling to different corners of the world and experiencing new and fun opportunities. Because of my friendly and outgoing personality I am able to get along easily with almost anyone and love making new friends.

I also think it is important to live a healthy lifestyle and am often seen doing physical activity such as going to the gym, volleyball and basketball. As well as activates such as creative writing, literature, art and reading; exploring into works such as Harlen Coben and Diane Wang to further understand different philosophies and improve my knowledge.

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References are available on request.