

TETIANA ORYSHYCH

Born in 1978

55 Zakrevskoho Street, apt. 92, Kyiv 02232, Ukraine

Tel. (096) 571 47 13

e-mail: tavior13@gmail.com

Objective	Translator-Editor
Work experience	<p>Private Company A.B.C. Translation Agency July 2003 – Present translator-editor</p> <ul style="list-style-type: none"> • Translate legal, banking, financial, economic, technical, educational, advertising, presentation and other documents from/into English and Modern Greek • Edit translations <p>2000 – Sept. 2003 translator-freelancer</p> <ul style="list-style-type: none"> • Translated legal, banking, financial, economic, advertising, presentation and other documents from/into English and Modern Greek <p>National Taras Shevchenko University of Kyiv, Faculty of Foreign Philology, Chair of Hellenic Studies Sept. 2000 – Aug. 2003 Modern Greek teacher</p> <ul style="list-style-type: none"> • Taught Modern Greek • Interpreted at various University's educational events <p>Internet site „PROMETAL” (Zaporizhstal Trading House) Oct. 2000 – Oct. 2002 translator</p> <ul style="list-style-type: none"> • Translated news (in the area of metallurgy and metals market) into English in online mode • Translated analytical articles, overview materials (in the area of metallurgy and metals market) from/into English <p>Representative Office of INTERAMERICAN, a Greek company Feb. – April 2000 secretary - executive assistant, translator/interpreter</p> <ul style="list-style-type: none"> • Ensured uninterrupted work of the office • Handled calls, faxes, worked with office equipment • Prepared and translated documents and information and analytical materials from/into Modern Greek • Made official calls abroad
Education	<p>1995 – 2000 National Taras Shevchenko University of Kyiv</p> <ul style="list-style-type: none"> • Faculty: Foreign Philology • Specialty: Romance-Germanic Languages and Literature • Qualification: philologist, English and Modern Greek language and literature teacher (master's degree with honors)
Special knowledge and skills	<ul style="list-style-type: none"> • Languages: Ukrainian, Russian, English, Modern Greek • Computer skills: Windows, Word, Excel, Outlook Express, Internet Explorer, Power Point, Trados
Personal	<ul style="list-style-type: none"> • Date of birth: July 31, 1978 • Marital status: unmarried, a daughter (17 years old) • Category B driving license