CURRICULUM VITAE

1. **PERSONAL INFORMATION**

Name **MYUMYUN SHENAY**

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Nationality **Bulgarian**

1. **WORK EXPERIENCE**

2006 – TILL NOW

**Translator**

Specializations:

* **Legal** – PoAs, contracts and agreements, court rulings;
* **Company documents** – articles of association, memorandums, certificates, company presentations, internal procedures of a clothing chain, etc.;
* **Tender documentation**; construction documentation for a Shopping Center,
* **Personal documents** – certificates, CVs
* **Financial documents** – statements, reports, etc.;
* **Education** – diplomas, certificates, references;
* **Medical –** case histories, documents for treatment of patients

1. **EDUCATION AND TRAINING**

**Sofia University ‘Saint Kliment Ohridski’**

• Programme: **Turkic Applied Linguistics**

* Degree: **Master’s**

**Sofia University ‘Saint Kliment Ohridski’**

• Programme: **Regional Development and Management**

* Degree: **Master’s**

**Sofia University ‘Saint Kliment Ohridski’**

• Programme: **History and Geography**

* Degree: **Bachelor’s**

**Foreign Language Secondary School ‘Prof. Asen Zlatarov PhD’**

• Programme: **German and English Languages**

* Degree: **Secondary School Diploma**

1. **MOTHER TONGUE** **BULGARIAN, TURKISH**
2. **OTHER LANGUAGES**

**GERMAN**

• Reading skills EXCELLENT

• Writing skills EXCELLENT

• Verbal skills EXCELLENT

**ENGLISH**

• Reading skills VERY GOOD

• Writing skills VERY GOOD

• Verbal skills VERY GOOD

1. **TECHNICAL SKILLS AND SOFTWARE USED**

Windows XP, Microsoft Office – Word, Excel, Power Point. Trados Studio 2011

**VII. FIELDS OF EXPERIENCE**

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| * Administration * Advertising and Marketing * Birth certificates * Consumer Products and Retail * Driver licenses * Economics * Educational materials * Employee manuals * Energy * Environment protection * European Union * Financial * General * Government * Hobby * Humanities | * IT * Legal * Life Sciences * Manufacturing * Marriage certificates * Media and Entertainment * Multimedia presentations * Product packaging * Sales flyers * Technology * Travel and Tourism * Websites * Newsletters and e-mails * Magazine articles * User’s manuals & training manuals |