

CURRICULUM VITAE



PERSONAL

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EDUCATION SUMMARY

1990 – 1994 Secondary School of Economics - maturity
1994 – 1997 Università degli studi di Sassari – Paramedic - bachelor's degree
1995 – 1998 Italian Language Study - Istituto di Petrarca - bachelor's degree

KNOWLEDGE OF FOREIGN LANGUAGES

Polish – Native, Italian – Fluent, English- Fluent, French – Fluent

WORK HISTORY SUMMARY

2017 – CURRENTLY: **MASTERGROOVE STUDIO**

Audiovisual translator

- Translation of series for voiceover and dubbing.
- Translation to the subtitled version from Italian and English into Polish
- Proofreading / QC and transcription
- Consultation and participation in voice-over recordings, close cooperation with the teacher
- Translation of fictional and para-documentary series, as well as feature films, from Italian, French and English into Polish

2022 – CURRENTLY: **STUDIO COMPANY**

Audiovisual translator

- Translation a new film of Agnieszka Holland „**Green Border**” for *Venezia Film Festival*, from **English to Italian**
- Translation of series for voiceover and dubbing.
- Translation to the subtitled version
- Inserting and editing SRT subtitles for English and Polish movies

2020 – CURRENTLY: **TRANS PERFECT**

Audiovisual translator/Freelancer

- Translation and Proofreading for voiceover and subtitled versions
- Proofreading / QC
- Translation of feature films, from English and French, into Polish
- QC - subtitles

2019 – CURRENTLY: [PIXELOGIC STUDIO](#)

Audiovisual translator/Freelancer

- Translation and Proofreading for voiceover and subtitled versions
- Proofreading / QC
- Translation of feature films, from English and French, into Polish
- QC - subtitles

2021 – CURRENTLY: [MASTER FILM STUDIO](#)

Audiovisual translator/Freelancer

- Translation for voiceover and subtitled versions
- Proofreading / QC
- Translation of feature series and feature films, from English, into Polish

2015 – CURRENTLY: [SDI MEDIA](#)

Audiovisual translator

- Translation and Proofreading for voiceover and subtitled and dubbing version
- Proofreading / proofreading
- Translation of feature series, from English, French Italian , into Polish

2020 – 2021 [FILM PRODUCTION/ MOVIE PLAN 30 YEARS OF EXCUSES](#)

Production manager

- Organization of trips, accommodation and meals for the team on the set.
- Preparation of contracts, consents to use the image.
- Responsibility for invoices, payments and all costs related to work on the set and during business trips.
- Arranging meetings with actors, musicians and people associated with the production, as well as with the production team itself.
- Planning the dates of work on the set, trips related to it and all responsibility for the implementation and for the team during the shooting, regardless of the number of days.

2020 – 2020 [PRODUCTION OF GLORY, A MUSIC VIDEO FOR THE KOMBI BAND](#)

Production manager

- Organization and settlement of all production
- Organization of arrivals, accommodation for visiting musicians and meals for the crew on the set.
- Responsibility for invoices, payments and all costs related to work on the set and during business trips.
- Counting and monitoring the budget in which the production is to fit.

2020 – 2020 [THE FILM PLAN OF THE SERIES UZDROWISKO](#)

Still photographer/ author of stills/ photographer on the film set

- Photos from the set of the series
- Photos of the actors at work. So-called backstage photos
- Typical stills from the set during filming

2018 – 2019 PUBLISHER: STAROMIEJSKI DOM KULTURY

Resume: Poet / writer

- Working on my own book, "Woman Microphone
- Collaboration and work on the book with a graphic designer and publisher
- Attending author meetings after the book is published

2019 – 2020 AFRIKAMERA FILM FESTIVAL

Culture Animator / Translator

- Organization and preparation of film screenings and events for children accompanying the festival in many Polish cities
- Selection and translation of films from English into Polish (voiceover / whispered version + subtitles), screened at the festival
- Inserting and editing movie subtitles
- Organization and planning of the budget and its subsequent settlement

CREATIVE / ARTISTIC ACTIVITY

2019 – Currently INTERNET SERVICE/ POETRY IN WARSAW

Author / foundress/ Co-organizer

- Creation of the website, care for it on the web and on social and educational websites
- Organizing events, poetry meetings, Slams, poem tournaments (also online ZOOM and FB)
- Participation and organization of meetings promoting published books
- Co-creation of the website and FP on Facebook
- Collect books as prizes for ascending poets
- Inviting poets, ensuring that the events have a group of interested but also participants
- Informing the winners and collecting points for the National Poetry Slam Championships, as a representative / organizer from Warsaw

INTERESTS & HOBBIES

- Literature and poetry (a poetry book published in 2019, the second one in the works) / linguistic correctness - editing / proofreading -QC
- Photography, photo processing (photos published in magazines, appeared at two exhibitions) / Photos from film plans
- Film production - operator / editing / sound
- Translation of serie / interviews to magazines / Learning languages
- swimming / sailing / horse riding / computer games / literature / plans and TV
- Medical / water rescue

ACCOMPLISHMENTS

- Used Microsoft Excel to develop inventory tracking spreadsheets.

- Conflict Resolution - Responsible for handling customer account inquiries, accurately providing information to ensure resolution of product/service complaints and customer satisfaction.
- To seek and maintain a full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.
- Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.
- Expert Translator- experienced in translating documents for personal, business and government use. Dedicated to maintaining original voice and intent with optimal word choice. Attentive to details in original documents and thorough in proofreading finished work.

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SKILLS

- Decision Making
- Communicativeness and the ability to work in a team,
- Conscientiousness, accuracy, reliability,
- Ability to work under time pressure
- Diligence and multitasking
- Creativity and great commitment to each task performed,
- Fluent computer skills and knowledge of the latest technologies and programming (Hardware and software)
- Excellent support for Social Media websites and promotional tools
- Computer proficiency and knowledge of the latest technology and programming (Hardware and software).
- Operation of, among other programs CAT: Adobe Premiere Pro, Avid, Adobe Photoshop, Subtitle Edit, Aegisub, MemoQ, SDL, Trados, and other CAT. Adobe Audition, Filezilla, Word Press, MS Office.

I agree to the processing of personal data provided in this document for realising the recruitment process pursuant to the Personal Data Protection Act of 10 May 2018 (Journal of Laws 2018, item 1000) and in agreement with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).