

# CURRICULUM VITAE

## ELA JEŹ, M.A.

**freelance translator**

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## LANGUAGE COMBINATIONS:

**POLISH** native speaker

Translating from **ENGLISH**

## RELEVANT EXPERIENCE:

2007 – date

Have worked as a **freelance translator**  
**2007-2011 for Alex Pszczola (Haritrans.com)**

Projects include:

- localization of Panasonic, Siemens, Epson products (telephones, printers, scanners, CD players etc.)
- technical manuals (machines and tools)
- computer technology and telecommunications texts (hardware manuals, mobile technologies, etc.)
- games, movie subtitles

SPECIALISATION: Household appliances and power tools  
Industrial machines and tools  
Telecommunication and multimedia products  
Hi-tech electronics and office equipment  
Medical devices and biotechnical systems

MAIN CLIENTS: Enerpac, MED-EL, Tecan Group, Panasonic, Siemens, Epson, Greenworks, Trelleborg, Hewlett-Packard, Ricoh, Tetra Pak Group, Huawei, Canon, Dell, Faro, Nissan and others

SOME PROJECTS: Translating equipment manuals for Epson, Huawei  
Translating manuals for industrial tools and machines (Enerpac)  
Translations of machinery manuals for Tetra Pak  
Translation of electronic equipment of Siemens, Panasonic

EQUIPMENT: 1 laptop, broadband Internet (200 Mb/s)

SOFTWARE: Windows 7, Microsoft Office (Word, Excel, PowerPoint), Adobe Photoshop CS6

CAT tools: Trados Studio 2014 + 2011, MemoQ

RATES: My rates are usually minimum €0.06 per source word.

Proofreading: usually €0.03 per source word (€18 per hour).  
Payment: Paypal, bank transfer

RELEVANT  
EDUCATION:

1996 – 2000      **High School of Copernicus** - Tarnobrzeg, Poland  
Extensive English language program

2000 – 2005      **Jagiellonian University** in Krakow, Poland;  
graduated with honours and obtained **M.A. degree**  
in Environmental Protection/Environmental Biology;