

CURRICULUM VITAE



PERSONAL

Name: Joanna Kessler

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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

WORK HISTORY SUMMARY

2023 – currently: **Studio Company**

Resume: 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

2021 – currently: Master Film, PDK Studio and Visual Data

Resume: audiovisual translator

- Translation and Proofreading for voiceover and subtitled versions
- Proofreading / proofreading
- Translation of feature series, paradowmentaries and feature films, from English, into Polish
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2021 " Forward " Foundation

Resume: Social media manager / organizer / photographer

- Creation and management of the Foundation's website.
- Facebook fanpage management
- Conducting literary meetings, panels and slams
- Responsibility for the promotion of organized events, and for the number of participants and guests
- Photos from own events and those organized by others
- Processing photos and placing them on the website and fanpage of the foundation

2020 – 2021 Film production/ movie plan "30 years of excuses"

Resume: Production manager

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 "Never Again" Association

Resume: Translator / Subtitle editor / Freelancer

- Translation from English into Polish, a series of 30 science films for students of the University of Warsaw
- Preparation and any editing of subtitles (in Polish and English) in SRT and TXT files according to own translations
- Inserting / inserting Polish and English subtitles to each film in both language versions
- Editing, editing graphics and animations for all versions of films, assembling them yourself and adding subtitles in both language versions

2020 – 2020 Production of "Glory", a music video for the Kombi band

Resume: 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"

Resume: 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

Resume: 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

2010 – 2018 "Wakat" magazine

Resume: Corrector/ Translator / Culture Animator / Editor / Photographer

- Co-organization of Cultural Events
- Translation of journalistic texts from Italian into Polish for the journal
- Photos and films from Cultural Events, as well as editing from filmed material
- Editing and proofreading of texts
- Writing and editing of recorded interviews for written publication

2018 – present Filmgram Association

Resume: Audiovisual translator/freelancer

- Translation of series for voiceover version (whisper/voice over)
- Translation for subtitled version
- Proofreading / proofreading
- Translation of feature series, paradocumentaries and feature films, from English and Italian, into Polish

2017 – Currently Fundacja Membrana

Resume: Co-organizer / Photographer / organizer of events literary / Social media manager / PR/ cameraman

- Writing applications for subsidies and sponsorship letters / acquiring festival sponsors
- Settlement of the festival, budget control and planning, issuing and concluding contracts, organizing volunteers and medical care
- Website and fan page management of the festival, event promotion and general PR
- Co-organization of Cultural Events (concert, slam)
- Cooperation in photographic and film service of the entire festival (photo coverage / editing / camera)
- Organizing literary events and participating in them as a poet, as well as conducting slams

2017 – 2021 Mastergroove Studio

Resume: Audiovisual translator/freelancer

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

CREATIVE / ARTISTIC ACTIVITY

2019 – Currently Internet service/ "Poetry in Warsaw"

Resume: 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
- Photography, photo processing (photos published in magazines, appeared at two exhibitions) / Photos and work on plans
- Film production - operator / editing / sound
- Translation of serials / interviews to magazines / Learning languages
- swimming / sailing / horse riding / IT / assembling and repairing computers / computer games / literature / working on plans / TV
- Medical / water rescue
- 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.
- Well-organized professional equipped with broad background in administrative roles. Commended for increasing overall efficiency by overhauling filing systems and answering and screening numerous telephone calls daily.
- 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.

ACCOMPLISHMENTS

- Used Microsoft Excel to develop inventory tracking spreadsheets.
- Collaborated with team of 20 in the development of Africamera Festival.
- Product Promotion - Up-sold products and motivated customers to upgrade current product plans.
- Conflict Resolution - Responsible for handling customer account inquiries, accurately providing information to ensure resolution of product/service complaints and customer satisfaction.
- creative copywriter

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).