

CECILIA SKARKA

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SUMMARY

Passionate and reliable native Hungarian translator with 10+ years extensive professional experience. Excellent written communication skills, effectively transferring the message across languages. Functional knowledge of CAT tools such as Memoq, SDL Trados and Wordfast Pro. Average capacity 1500 words per day.

SKILLS

- Broad experience in several fields, with the ability to upskill rapidly
- Excellent written communication skills
- Ability to adapt to new circumstances, to apply feedback received and to keep up with technology
- Detail oriented and able to adhere to required translation standards
- Proficient use of CAT technology tools such as Memoq, SDL Trados and Wordfast Pro

EXPERIENCE

Full-time Translator

Self-employed
Aug 2010 onwards

- Providing full translation services, ie. translating, localizing, revising, proofreading and editing.
- Main language pairs: from English and Finnish into Hungarian; from Hungarian into English
- Clients ranging from individuals and SMEs to translation agencies and EU Institutions
- Fields: Law, Marketing, Advertising, Business, Tourism, Culture, Websites, General

Lawyer-Linguist

Hungarian Translation Coordination
Department Of European Union Law,
Ministry Of Justice, Hungary
Feb 2003 – May 2004

- Contributed to the implementation of the *acquis communautaire* into Hungarian law, by revising and eventually translating EU legal acts and instruments, paying special attention to coherency and accuracy
- Contributed to establishing a sound terminology database in the field of European Law

Volunteer Translator

Jan 2000 – Aug 2010

- Translated various studies and articles for Unicef, TED Talks and NGOs
- Main language pairs: from English into Hungarian
- Fields: Education, Culture, Literature

EDUCATION

Budapest University of Technology and Economics Faculty of Economics and Social Studies Hungary

2009-2011

Translator and Interpreter in English and Hungarian languages

Pázmány Péter Catholic University Faculty of Law and Political Sciences Budapest, Hungary

1997-2002

Lawyer