

## **Mishevnyk B.**

### **Profile:**

I am a professional-level experienced, competent and hardworking sworn translator and interpreter with an established record of linguistic skills and a methodical approach to responsibilities. Highly flexible and adaptable to changing organizational needs. I enjoy the challenge of completing tasks effectively and on time, with proven abilities to work on own initiative and as part of a team. Dedicated to maintaining high quality standards.

### **Language pairs:**

English to Dutch (and vice versa)

German to Dutch

Native: English, Dutch

Read/written: German, French, Persian

Read: Russian

### **Education:**

1986-1990 Maastricht Academy of Translation and Interpreting, the Netherlands

(degree of 'Bachelor of Arts in translation and interpreting')

The modules included the languages English, German and Dutch

1979-1985 Secondary education at 'Rijksscholengemeenschap' in Leeuwarden, the Netherlands

### **Training:**

1988 Completion of Smith & Davies course in Medical Terminology at the Maastricht Academy of Translation and Interpreting, the Netherlands

1985-1986 One-year English fluency reinforcement course at the Christian College of Advanced Education ['Christelijke Hogeschool'], Leeuwarden, The Netherlands

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## Career history:

1995-present Full-time interpreter and translator of Armenian to Dutch for translation and interpreting agencies throughout the Netherlands. Enjoying the status of 'Preferred Supplier' I rendered interpreting and translation services to clients in person and on the phone. My clients mainly consisted of lawyers representing asylum seekers in courts, legal aid agencies, medical staff at asylum reception centres and hospitals, mental health institutions, General Practitioners, social workers and law enforcement authorities (the police etc.)

1990-present Freelance translation assignments from various sources.

I have been translating primarily from English to Dutch and vice versa, revised and proofread a wide variety of company materials including legal and medical documents, product monographies, business correspondence.

1990-1995 Administrative assistant at the Postbank, Leeuwarden, the Netherlands.

I provided administrative support to a small team. My main duties included computer input, including database info, acting as a reception/ referral point to all visitors, photocopying and taking and passing on telephone messages.

## Qualifications:

- Detail-orientated, dedicated, punctual and responsible
- Committed to total quality and continuous improvement, both for myself and clients

## Skills:

- Knowledgeable of all general computer skills with proficiency in using Microsoft Office applications including Word
- Excellent oral and written communication skills
- Good interpersonal skills and experienced at working in a team.

## Areas of expertise:

Medicine, law, politics, business, financial, art, literature, engineering, journalism, economics etc.

## Miscellaneous:

[Publications]



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Author of the book 'Kauderwelsch-Armenisch', an Armenian language guide for German travellers to Armenia, 192 pages, Bielefeld, Reise Know-How Verlag, Germany 1999, ISBN: 389416321

Expecting to complete a dictionary of Armenian-Dutch-Armenian in the near future

[Memberships]

2004-present Examining board 'Quality Register of Interpreters and Translators' (KTV) of the Ministry of Justice of the Netherlands

2002-present Examining board 'Institute for court interpreters en translators' (SIGV), the Netherlands

1995-present Examining board of 'Centre for interpreting and translation' (TVCN), the Netherlands

## References:

Available on request