

CURRICULUM VITAE



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Language pairs: English into Bulgarian; Bulgarian into English

EDUCATION

2012 – 2013 The Paisii Hilendarski University of Plovdiv, Bulgaria

Master's degree in *English Philology – Translation and Business Communication*,
mark from the professional practice examination: Excellent (6.00), overall mark of the degree:
Excellent (5.76)

Subjects: Technique, Genres and Specificity of Translation (Excellent 6); Language
and Style. Text Editing (Bulgarian) (Excellent 6); Academic Writing (Excellent 6);
Translation of Documents and Legal Texts (Excellent 6); Business English (Excellent 6);
Translation of Documents for the European Union (Excellent 6); Translation of Political
Texts (Excellent 6); Language and Style. Text Editing (English) (Very good 5); Translation of
Scientific and Technical Text (Excellent 6); Translation of Business Documents (Excellent 6),
Introduction to Pragmatics (Very good 5)

1994 – 1999 The University of National and World Economy, Sofia, Bulgaria

Master's degree in *International Business* with professional practice examination in
English, mark: Very Good (5.00)

Subjects: Economics, Global Economics, Marketing, Economic Sociology, Foreign
Trade, Foreign Trade Financing, Banks and Banking, Financial Management, Risk
Management in International Business, Introduction to Law, Civil and Commercial Law, Law
of the European Union, Political Science, European Political Cooperation, a four-year course
in Business and Legal English, among other courses

1987 – 1992 The English Language Secondary School of Plovdiv, Bulgaria

QUALIFICATIONS

December 2010	A course in Marketing Techniques for Translators
Nov – Dec 2010	A training course in Web Design
May 2007	The Seven Steps in Sales – a training program
July – August 1998	Second level in German – Themen Neu
1991 – 1992	Certified Translator and Correspondent – English Language

EXPERIENCE

July 2007 – till now Full-time freelance translator/sole trader

Translating in the field of foreign trade, advertising, marketing, public relations, finance, including statements of account, financial statements, banking, corporate law, technical texts (please check the attached list of translations),

Foreign trade consultancies,

Commission services.

August 1996 – July 2007 Assistant in the Intellectual Property Department (cigarette industry), assistant in the Foreign Trade Department (machine building), commercial director (food and beverage industry), export manager (packing industry)

LANGUAGES AND SKILLS

Bulgarian	Native speaker
English	Excellent written and spoken
German	Basic knowledge
Serbian	Basic knowledge, listening and oral
Macedonian	Basic knowledge, listening and oral
Russian	Basic knowledge, listening

Computer Skills and Software: Licensed Microsoft Office Home Office & Business 2010 (Word, Excel, Outlook, OneNote), licensed **FlexiPDF 2019** (for processing PDF files prior to translation, includes OCR), Microsoft Windows 8.1 (64-bit), web browsers: Opera, Microsoft Internet Explorer 11, Mozilla Firefox 23, WP 2000, ABBYY PDF Transformer 2.0 (OCR), Adobe Reader

CAT Tools: Fluency Now™ (handles both Trados Studio and WordFast files), memoQ 2015 (provided by a client for a particular project, not installed on my PC), Memsources Cloud (free account), SmartCAT, Across 5.7, Translation Workspace (subscription cancelled), and WordFast Anywhere – expert user; XTM Cloud (tested only, no subscription), Déjà vu X2 (tested only, not installed), memoQ 8.7 (licence is to be provided by client), Heartsome Translation Studio (tested only, not installed), and Trados Studio 2011 (tested only, not installed)

TMS: Protemos

Typewriting skills both in Cyrillic and Latin

OTHER

Member of the ProZ.com Certified PRO Network (www.proz.com profile: <http://www.proz.com/profile/1305050>), member of the Association for Foreign Language Professionals (www.linkedin.com), attending webinars on ProZ.com, military service in the Bulgarian Air Force (Mar 1993 – Sep 1994)

LIST OF TRANSLATIONS (books and documents)

Laermer, Richard. *Full Frontal PR: Building Buzz about Your Business, Your Product, or You*. Princeton: Bloomberg Press, 2004. Print.

Levitt, Theodore. *Ted Levitt on Marketing*. Boston: Harvard Business School Publishing Corporation, 2006. Print.

Needham, Robert. *Team Secrets of the Navy SEALs: the elite military force's leadership principles for business*. Kansas City, Mo.: Andrews McMeel Pub., 2003. Print.

Trump, Donald. *Trump University Wealth Building 101: Your First 90 Days on the Path to Prosperity*. Hoboken, N.J.: John Wiley & Sons, 2007. Print.

Note: All books account for 864 pages (216,000 words).

- Economics and finance including financial and accounting statements, socio-economic analyses, EU-related texts, insurance and documents pertaining to tenders and mergers, contracts, company administrative documents, business correspondence, marketing, web pages, applications for VAT exemption, user's manuals, and technical translation, etc.: 3.5 m words,
- Interpreting or negotiating in English: ≈150 hours.