

PERSONAL INFORMATION

Katarzyna Müller

**Translator of Polish, English and Spanish**

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www.pacifictranslations.to

Skype mullertranslation

Sex female | Date of birth 13/04/1985 | Nationality Polish

WORK EXPERIENCE

Since 1 September 2014

Full-time freelance translator

Pacific Translations, Santa Cruz de Tenerife, Spain

Business or sector translation, localisation and transcreation

July 2010 – August 2014

In-house translator

Carraig Linguistic Services, Rua Nueva 18, 2 izq. A, 15003 A Coruña, Spain

- Translation and proofreading in Polish, English, Spanish, Portuguese and Galician.
- Preparation of glossaries, termbases and TMs.

Business or sector translation agency

October 2009 – July 2010

Internship (Erasmus)

Carraig Linguistic Services, Rua Nueva 18, 2 izq. A, 15003 A Coruña, Spain

- Translation and proofreading in Polish, English, Spanish, Portuguese and Galician.
- Preparation of glossaries, termbases and TMs.

Business or sector translation agency

September 2009

Internship

Skrivanek Poland, ul. Podlaska 12, 20-304 Lublin, Poland

- Learning and practical use of SDL Trados 2007, sample translations in various fields in Polish and English.

Business or sector translation agency

EDUCATION AND TRAINING

October 2008 – September 2010

BA in Iberian Philology

UMCS, Plac Marii Skłodowskiej-Curie 5, Lublin, Poland

- Literature, history and culture of the Iberian Peninsula. Linguistics.
- It is a three-year programme. The first two years' subjects all successfully completed during the first academic year. The third year spent abroad on the Erasmus Internship.

October 2004 – June 2009

MA in English Philology

UMCS, Plac Marii Skłodowskiej-Curie 5, Lublin, Poland

- Literature, history and culture of English speaking countries. Linguistics. Teaching English as a second language.
- It is a five-year programme. I spent one year at the University of Vigo, Spain, on Erasmus student exchange programme.

October 2004 – June 2006

IT technician, field of specialisation: computer graphics

PROFESJA CKK, Vocational College of Information Technology and Economy in Lublin, Poland

- Programming, operating systems, databases, computer networks, computer graphics, hardware.

ADDITIONAL COURSES

September - December 2013

An Introduction to Financial Accounting

University of Pennsylvania via Coursera.org, lectures by prof. Brian J. Bushee

- This course covered the content of a semester-long MBA core course with a focus on providing an understanding of financial accounting fundamentals for users of corporate financial information.
- [Statement of Accomplishment](#)

March - June 2013

Correct usage of Polish – practical stylistics and text edition

University of Warsaw, COME UW online platform

- Text segmentation into paragraphs; text organisation; linguistic problems of formal texts; correct word division; references and footnotes; stylistics; metaphors; pleonasm and tautology; phraseological expressions, their correct use and modification; borrowings; often confused words; lexical collocations; style and lexical errors; archaisms; persuasive definitions; presuppositions; connotations; implicit content; text and law, etc.
- [Certificate](#) issued by the University of Warsaw, COME UW online platform. Final grade: very good

LANGUAGE SKILLS

Mother tongue(s) Polish

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Listening	Reading
English	C2	C2	C2	C2	C2
	CAE grade A (2003).				
Spanish	C2	C2	C2	C2	C2
Portuguese	C1	C1	B2	B2	B2
Galician	B2	B2	A2	A2	A2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

AREAS OF EXPERTISE

- **E-commerce:** websites and mobile apps, online marketing, corporate blog articles, product and services descriptions, privacy policies, terms and conditions of use, etc.
- **Fashion and textile industry:** e-commerce, product descriptions, campaigns, newsletters and online marketing, press articles, retail, etc.
- **E-learning:** compliance training (antitrust laws, anti-corruption policies, workplace policies), data security, etc.
- **IT:** network safety and administration, fibre optics and infrastructure, hardware, GUI, software, web and mobile apps.
- **HR:** training programmes, materials and study cases, employment regulations, dedicated HR software localisation, job websites.
- **Business:** corporate policies, codes of conduct, CSR, reports.

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- **Official documents:** birth and marriage certificates, diplomas and academic transcripts, etc.
- **Technical and engineering:** safety data sheets, OHS, manuals (machinery, electronic, audiovisual and household appliances).
- **Subtitles:** for movies, TV shows, kids and teen shows, documentaries, corporate videos.
- **Video games:** in-game content, browser games, online marketing, EULAs
- **Food industry:** product labels and related contents, retail
- **Tourism/travel/hospitality:** booking websites, reviews, newsletters, marketing copies.

AREAS OF INTEREST

- Scuba diving and submarine photography
- Health and nutrition, health recovery protocols and lifestyle interventions, supplements
- Travel and tourism

SOFTWARE

- Trados Studio 2019 (+ Multiterm)
- MemoQ Free
- MS Office 2013, Open Office
- Familiarity with browser-based CAT tools: Memsource, Wordbee, POEditor

ADDITIONAL INFORMATION

More information

- Full and updated list of completed additional courses and attended conferences available at pacifictranslations.to

ProZ.com profile

www.proz.com/translator/1790923

The benefits of working with me

- On-time deliveries.
- Promptness in communication.
- Attention to detail and diligence, I always research the terminology and check consistency.
- Strong understanding of the outsourcers' needs and expectations, gained on the position of in-house translator and proofreader.
- I have wide interests; I advocate lifelong learning and constantly seek to expand my skills and knowledge.
- I am willing to start translating texts from other areas of specialisation.

References

Alba Salgado, Carraig Linguistic Services
▪ alba@traduccionescarraig.com
Maja Popęda, LangBay Translations
▪ maja@langbaytranslations.eu

Invoicing

- Invoicing in currencies other than Euro available upon request.