****

**NAZIM GULIYEV**

**TRANSLATOR / INTERPRETER / EDITOR / PROOFREADER**

**AZERBAIJANI & ENGLISH & RUSSIAN**

**PERSONAL PROFILE:**

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**LANGUAGES:**

Mother tongues: Russian & Azerbaijani

Bilingual: Russian & Azerbaijani

Translations: Azerbaijani – English – Azerbaijani / Azerbaijani – Russian – Azerbaijani / Russian – English – Russian

Interpretation: as above

Proofreading & Editing: as above

**AREAS OF EXPERTISE:**

Public Administration

Sociology

Migration

Marketing

Conflict Studies

Construction (bridges, roads, and tunnels)

Legal (contracts / agreements / court cases / appeals, etc.)

Oil & Gas

Oil & Gas-related Geology

Oil & Gas-related Seismology

Gunpowder / cartridge case production

Economy

Voiceover Services

Transportation

Woodworking (MDF/HDF boards, doors, laminated flooring, paper impregnation, lacquering, high-glossing)

Website linguistic localization

Promotional materials (booklets, catalogue)

**KEY QUALIFICATIONS**:

In-house and freelance translator and interpreter with 13 years of in-depth and proven translation experience; well-versed in translation / interpretation / editing / proofreading / linguistic review to serve national and international businesses, official delegations, governmental organizations, NGOs, seminars, workshops, conferences, tête-a-tête meetings.

**EDUCATION:** 1992-1997, Master’s Degree in Public Administration & Sociology

Academy of Public Administration under the President of Azerbaijan Republic

**CAT Tools:** Trados Studio 2014, Déjà Vu X3, ApSIC Xbench, Change Tracker

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| **EXPERIENCE RECORD:**  **Oct 2011 – till now AZ MDF LLC (Baku, Azerbaijan)**  Full-time translator / interpreter on production of middle / high density fiberboards, laminated floor, doors, high-glossed panels, impregnated paper  Involved areas: wood-processing, chemical recipes and technology, manufacturing technology for production of MDF/HDF boards, doors and laminated flooring (parquet), finishing (lacquering) & high-gloss techniques, website linguistic localization, booklet and catalogue translation  extensive interpretation support to Production, Engineering, Quality Control and other departments directly involved in production of middle/high density fiberboards, laminated flooring, interior doors (involved areas: wood processing / chemical recipes and technology / manufacturing technology for production of MDF/HDF boards, doors and laminated flooring (parquet), impregnated paper / translation of the Company's website and advertising catalogues / interpretation support to trainings arranged by manufacturers of production lines and machines for operators, engineering and maintenance teams / translation support to production / financial / IT / HR reports  My intensive translation support to Marketing Department have yielded substantial results in proper marketing researches and sales reports, which empowered the company with accurate and trustworthy data to which I was a proud contributor.  Machines and equipment under my translation and interpretation coverage: hot lamination and door presses (WEMHÖNER, Germany), cold press (JOOS, Germany), cutting line (HOMAG, Germany), sanding machines (HEESEMANN, Germany), 4-sided processing machine, wrapping machines (BARBERAN, Spain), CNC engraving machines (HOMAG, Germany), hinge & lock insertion machines (HOMAG, Germany), vacuum press (HOMAG, Germany), paint spray booth (GESCHA, Germany), lacquering line (SCHIELE, Germany), lacquer roller and curtain coating machines (BÜRKLE, Germany), impregnation line (VITS, Germany), UF-MF glue mixing station (IFA, Germany)  Extensive input to business negotiations with company’s partners and guests / arrangement of meetings with partners / conduction of Skype-conference calls / interpretation support to weekly Management Meetings / interpretation support to top level Management Meetings / translation of technical specs / business correspondence / manual instructions / contracts  Successful interpretation coverage to AZ MDF exhibition stand at BakuBuild 2014  **InText Translation Company (Dnepropetrovsk, Ukraine)**  December 2015 - Present  Translation & Editing  **PrimaVista Translation Company (Moscow, Russia)**  January 2016 - Present  Translation & Proofreading  Gunpowder production / Medical certificates / Employment records / Government standards for condensed milk  **Lux Perevod (Moscow, Russia**)  April 2016 - Present  Translation (Anti-Tobacco Campaign Project)  **Lingual Consultancy Services (India)**  February 2016 - Present  Translation & Proofreading (Swype software localization)  **All Locatrans (Egypt)**  March 2016 - Present  Translation & Proofreading  **Bay Area International Translation Services (CA, USA)**  May 2016 - Present  Translation  **E-Word Translations (Hungary)**  May 2016 - Present  Technical Translation  **Translations, Inc (FL, USA)**  2005  Voiceover Services (Freelance)  **Monoton Translation Agency (Russia)**  2008 - Present  Legal Translation (legal cases) (Freelance)  **IPD Non-governmental organization (Baku, Azerbaijan)**  2006 - 2014  Legal translations (appeals to the Government of Azerbaijan, claims to the domestic courts of all jurisdiction levels, appeal cases, cases to ECHR) / questionnaires / financial reports / project proposals  Authored 2 research books on labor migration and the impact of the religious factor  **Senator LLC, Translation Agency (Baku, Azerbaijan)**  Oil & Gas Translation (Freelance)  **Alliance 3A, Translation Agency (Baku, Azerbaijan)**  2003 - Present  Translation & Interpretation Services in various fields (Freelance)  **Dec. 2010 – OMV (Austria) Baku Representation**  Hired as a short-time interpreter for OMV Baku Office to provide relevant services at meetings with the officials of the State Oil Company of Azerbaijan Republic (Head of Geophysical & Geological Dept.), and the staff of the Institute of Geology of Azerbaijan Republic (Deputy Director of the Institute)  **Gobustan Operating Company (Canadian Oil Company, Baku, Azerbaijan)**  Short-term interpreter & translator  translation and submission of daily production and work-over reports to local and overseas clients / interpretation at daily morning meetings (daily output at fields; daily routine of the Company’s depts.) / interpretation during meetings pursuing prospects for the Company’s next year endeavours, budget, etc.  **Dec 2008 – Oct. 2011 TODINI Costruzioni Generali S.p.A. Company (Italy)**  In-house translator  bridge & road construction terminology / translation of cost estimates, inbound & outbound daily business correspondence / preparation of daily reports on asphalt works, equipment involved, stocked material  **Sumgait, Azerbaijan**  **Sep 2008 – Oct 2008 OSCE/ODIHR Election Observation Mission**  Hired as a full-time field interpreter for the OSCE Long-Term Election Observation Mission deployed for observation of the Presidential Elections.  **Baku, Sumgait, Azerbaijan**  **Oct 2008 Norwegian Helsinki Committee**  Hired as a full-time field interpreter for the Norwegian Helsinki Committee Election Observation Mission deployed for observation of the Presidential Elections.  **Baku, Azerbaijan**  **2006 – British Embassy Short-Term Observation Mission for Repeat Parliamentary Elections**  Interpretation for short-term observers  **Sumgait, Azerbaijan**  **Sep – Nov 2005 OSCE Long-Term Election Observation Mission for the Parliamentary Elections**  Executive Assistant/Interpreter/Translator  interpreting, translating and providing extensive administrative support to long-term international observers at the time of the parliamentary election campaign in Azerbaijan from mid-September to mid-November, 2005 / visiting constituencies and polling stations / interpreting at meetings with governmental authorities, police bodies, electoral commissions, political candidates, as well as political parties / translating various materials / conducting surveys on media outlets in Baku and Sumgait / making daily appointments for the EOM team over a two-month period / making numerous telephonic inquiries with officials and political candidates / generating written & oral reports in English  **Baku, Sumgait, Northern Regions, Azerbaijan**  **2005 Swedish Official Delegation on Migration Issues**  Consecutive interpretation at meetings with the respective officials of the Azerbaijani Government, management of children’s hospitals, children’s homes involving the issues of migration of Azerbaijani citizens to Sweden, their adaptation and use of illegal practices in seeking refugee status  **Baku, Azerbaijan**  **2005 Open Society Institute – Assistance Foundation**  Consecutive interpretation for OSI Vice President’s private meetings with leaders of the national political parties, journalists, NGO  **Baku, Azerbaijan**  **2004 Dubai Business Delegation**  Consecutive interpretation for the KIA delegation negotiating sales prospects in Azerbaijan  **Baku, Azerbaijan**  **Oct 2003 OSCE Short-Term Election Observation Mission**  Interpretation for short-term observers while making visits to dozens of polling stations, election commissions on E-Day, and during vote counting  **REFERENCES:**  **Mr. Charles T. Magee**, Ambassador, OSCE (Ret.), Washington, DC 20016, USA  E-mail: [ctmagee32@aol.com](mailto:ctmagee32@aol.com)  Tel: +1-202-966-7038; Mobile: +1-202-716-1786  **Prof. Paul-Henri Bischoff,** Director of Postgraduate Studies, Rhodes University, Grahams town, South Africa  E-mail: [P.Bischoff@ru.ac.za](mailto:P.Bischoff@ru.ac.za)  **Mr. Alireza Gholamrezaei,** Deputy Country Manager, TODINI Costruzioni Generali S.p.A.  Cell: (050) 206 56 20; E-mail: atodini@mail.ru  **Mr. Konstantinos Manolias,** Partner, VENALKO TECHNOLOGIES P.C. TRADING & CONSULTING  E-mail: [kostas@kostman.eu](mailto:kostas@kostman.eu)  Mobile: +30 69 47 25 87 44 |

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