

PERSONAL INFORMATION

Sesegma Badmaeva



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WORK EXPERIENCE

01/2016

Interpreter/Translator

Winter University, Irkutsk (Russia)

- Consecutive interpretation of conference participants
- Translating of related documents

07/2015–12/2015

Administrator

Anti-cafe "4room", Irkutsk (Russia)

- Organized activities for cafe's guests
- Prepared daily work schedules and financial reports
- Performed daily tasks like cleaning rooms and resupply

02/2017–02/2017

Interpreter

- one day interpretation of one conference participant (russian-french)
- one day interpretation during meeting

EDUCATION AND TRAINING

09/2013–07/2016

Bachelor of Translation and the theory of translation

Irkutsk State University, Irkutsk (Russia)

PERSONAL SKILLS

Mother tongue(s)

Russian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
French	B2	B2	B2	B2	B2
English	B2	B2	B1	B1	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills

- good communication skills gained through my experience as administrator

Organisational / managerial skills

- good organizational skills
- strong team attachments

Digital competence ■ good command of photo editing software

Other skills I'm passionate reader, like taking photos. I'm very organised and responsible. Good listener. I like art so I have taken part in special lectures on the art.