

Emil Iskandarov

Almaty, Kazakhstan

+7 777 840 03 13

emil_iskandarov@hotmail.com

Interested in:

Education, finances, consulting, banking, politics, oil and gas, IT, economics, law, construction, design planning, news blocks

Position: Interpreter/Translator

CAREER SYNOPSIS

Shanghai Cooperation Organization in cooperation with Kazakh University of International Relations and World Languages

(Almaty, Kazakhstan)

August 2010 – July 2013

SIMULTANEOUS INTERPRETER/TRANSLATOR/TEACHER OF SIMULTANEOUS INTERPRETING AND TRANSLATION

- Simultaneous interpreting at conferences held by the SCO and KazUIR&WL
- Simultaneous interpreting at SCO and KazUIR&WL meetings
- Consecutive interpreting at panel discussions (round tables)
- Written translation of educational programs, documentation, web-sites, motion pictures
- Translation/interpreting analysis and its peer review
- Simultaneous interpreting/translation trainings for master's degree students

Parliament of Kazakhstan (Astana, Kazakhstan)

September 2011 – September 2012

SIMULTANEOUS INTERPRETER/TRANSLATOR

- Simultaneous interpreting of politicians' and foreign representatives' speeches
- Consecutive interpreting during interviews held by representatives of news channels
- Consecutive interpreting at panel discussions (round tables)
- Escorting guests at meetings and onsite visits
- Written translation of speeches, minutes of sessions, progress reports, daily letters, etc

World Intellectual Property Organization (Almaty, Kazakhstan)

October 2012 – November 2012

SIMULTANEOUS INTERPRETER/TRANSLATOR

- Simultaneous interpreting at meeting of the organization
- Written translation of minutes, speeches of participants, slide shows

Atakent Exhibition center (Almaty, Kazakhstan)

June 2008 – July 2013

CONSECUTIVE INTERPRETER/TRANSLATOR

- Consecutive interpreting at meetings of the organization
- Written translation of technical documents, brochures, slide-shows

KazBuild Exhibition (Almaty, Kazakhstan)

September 2013 – September 2013

CONSECUTIVE INTERPRETER

- Simultaneous and consecutive interpreting for participants of the exhibition

SEAI KZ LLP (Almaty, Kazakhstan)

October 2013 – November 2013

INTERPRETER/TRANSLATOR/PERSONAL ASSISTANT

- Written translation of contracts, correspondence
- Booking tickets, arranging visas
- Execution of contracts with foreign partners
- Consecutive interpreting of phone conversations and Skype conferences

Affinity Language services (Almaty, Kazakhstan)

September 2013 – March 2014

INTERPRETER/TRANSLATOR(FREELANCING)

- Written translation of contracts, bilateral agreements, technical specifications, instructions, advertisements, etc.
- Consecutive interpreting in different fields

Rahat Palace Hotel (Almaty, Kazakhstan)

March 2014 – January 2017

INTERPRETER/TRANSLATOR

- Written translation of contracts, bilateral agreements, technical specifications, instructions, decisions, reports, advertisements, internal correspondence, etc.
- Simultaneous and consecutive interpreting at meetings, BD's meetings, Skype-calls, onsite visits, etc.
- Elaboration of a term base

Rubio Limited (Isle of Man, Great Britain)

March 2013 – December 2016

INTERPRETER/TRANSLATOR

- Written translation of contracts, bilateral agreements, technical specifications, instructions, decisions, reports, advertisements, internal correspondence, etc.
- Simultaneous and consecutive interpreting at Skype conferences
- Assistance to the management staff

AspanJet Airlines (Almaty, Kazakhstan)

September 2012 – December 2016

INTERPRETER/TRANSLATOR

- Written translation of personal documents, guidelines, instructions, letters, contracts, bilateral agreements, technical specifications, instructions, decisions, reports, advertisements, internal correspondence, etc.
- Simultaneous and consecutive interpreting at Skype conferences
- Assistance to the management staff during onsite meetings

L'Officiel (Almaty, Kazakhstan)

May 2014 – August 2016

- Translation of fashion related articles, product descriptions, reviews, etc.

EDUCATION

Kazakh National Pedagogical University (Almaty, Kazakhstan)

2006-2010

Bachelor of interpreting and translation

Kazakh University of International Relations and World Languages
(Almaty, Kazakhstan)

2010-2012

Master of simultaneous interpreting

LANGUAGES

Russian – native; English – fluent; Kazakh – basic

Proficiency

- High accuracy in simultaneous interpreting and written translation
- Ability to hold correspondence
- Compliance with confidentiality policies
- Strict observance of deadlines
- Excellent computer skills (Ms Office, Windows 98/ME/2000/XP/Vista/7/8, special software: Multitran, Lingvo X3M/X5, Adobe FineReader, image processing programs)