

PERSONAL INFORMATION

Sharif Rafiev

 Eyller strasse 75, 47506 Neukirchen-Vlyun (Germany)

 +491717874985

 sharif300@gmail.com

Sex Male | Date of birth 30/07/1989 | Nationality Tajik

POSITION

Technical Translator

WORK EXPERIENCE

07/03/2011–Present

Part-time Translator / Interpreter

Coyne et Beller, Tractebel ENGIE, Paris (France)

- Translating technical documentation, reports (English-Russian, Russian-English)
- Interpreting on meetings, discussions with local specialists (English-Russian, Russian-English)

Business or sector Consultancy services in hydropower projects

01/05/2013–06/11/2014

Part-time Translator / Interpreter

IC Consulenter Company, Vienna (Austria)

- Translating technical documentation, reports (English-Russian, Russian-English)
- Interpreting on meetings, discussions with local specialists (English-Russian, Russian-English)

Business or sector Consultancy services in hydropower projects

14/12/2011–30/04/2013

Department manager

CJSC"TADES"

5 Khamadoni street, 734064 Dushanbe (Tajikistan)

- Translating technical specifications of projects and tender documentation (English-Russian)
- Translating incoming-outgoing correspondence (English-Russian, Russian-English)
- Preparing documentation for tenders
- Participating at pre-tender meeting in Kandahar, Afghanistan
- Visa support for employees
- Drafting monthly and annual progress reports
- Drafting procurement reports

Business or sector Construction of hydropower plants, transmission lines and dams

01/10/2011–30/11/2011

Internee

University of Applied Sciences

Dr.-Friedrichs-Ring 2A, 08056 Zwickau (Germany)

- Developing of new education methods for students by interactive presentations
- Developing monthly progress reports
- Developing final report

Business or sector Education

03/09/2010–04/01/2011

Volunteer

Cultural center "Bactria"
ak. Rajabovich 15 str, 734000 Dushanbe (Tajikistan)

- Taking part in events, such as movie screening, exhibitions, plays in theatres

Business or sector Cultural Centre

01/09/2010–01/01/2011

Volunteer

IAESTE (International Association for exchange students for technical experience),
734000 Dushanbe (Tajikistan)

- Participating in cultural program
- Working as guide for foreign trainees at weekend trips
- Drafting progress reports

Business or sector Education

11/05/2009–30/08/2009

Photographer / Sales associate

Six Flags Fiesta Texas
17000 W Ih 10, 78223 San Antonio (USA ,Texas)

- Taking pictures
- Selling photos

Business or sector amusement park

12/01/2009–23/08/2010

System Administrator

The State Service for Sanitary and Epidemiological Control
25 Chapaeva street, 734000 Dushanbe (Tajikistan)

- Administrating the network
- Improving computer's performance
- Troubleshooting / problem solving
- Building networks
- Hardware installation / Software installation
- Developing monthly activity report

Business or sector state enterprise

01/08/2007–31/01/2008

Customers support engineer

MLT
13 Aini, 734000 Dushanbe (Tajikistan)

- Technical support
- Improving computer's performance
- Troubleshooting / problem solving
- Building networks
- Hardware installation / Software installation
- Developing monthly activity report

Business or sector telecommunications provider

09/2006–02/2007

Volunteer

National Patent and Informational Center
16 Ayni, 734000 Dushanbe (Tajikistan)

- Developing the database of patents registered by National Patent and Informational Center using

Visual FoxPro

Business or sector state enterprise

01/07/2005–30/08/2005

IT Specialist

Newspaper “Halk ovozi”,
16 Sherozi, 734000 Dushanbe (Tajikistan)

- Technical support
- Troubleshooting / problem solving
- Software installation, configuration
- Backup / Restore information

Business or sector Local newspaper

EDUCATION AND TRAINING

14/09/2014–Present

Environment and Energy, B.Sc.

Rhein Waal University of Applied Science, Kamp-Lintfort (Germany)

01/09/2006–23/06/2011

Specialist

Tajik Technical University named after M.S.Osimi
10 akademikov Radjabovich street, 734042 Dushanbe (Tajikistan)

Programming, networks, IT-Security, probability theory, modelling, operational systems

10/09/2005–18/06/2006

Language Certificate

Turkish Language Learning Center, Kayseri (Turkey)

Turkish Language

01/09/2000–25/06/2005

High School Certificate

Secondary education

Tajik-Turkish Economy High School
40 Firdavsi street, 734000 Dushanbe (Tajikistan)

Informatics, economy

PERSONAL SKILLS

Mother tongue(s)

Tajik

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C1	C1	C1
Russian	C2	C2	C2	C2	C2
Turkish	B1	B1	B1	B1	A2
German	A2	A2	A2	A2	A1

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

Driving licence

B1, B, BE

