

PERSONAL INFORMATION

Full name	Alexander Matsyuk
Year of birth	1971
Address	Zodchikh 20/50
City	Vinnitsa 21037
Country	Ukraine
E-mail:	Main: aitpro@gmail.com Additional: itpro@inbox.ru
Tel:	+38 043 2682312 (answering machine)
Skype:	AITPRO (on demand)
Y!Messenger:	AMATSYUK (on demand)
ICQ:	384-360-526 (on demand)
Availability	Full-time
Language pairs	<ol style="list-style-type: none">1. English > Russian2. English > Ukrainian3. Spanish > Russian4. Spanish > Ukrainian5. Russian > English6. Ukrainian > English
Native Languages	Russian, Ukrainian
Services provided	Translation, proofreading, editing, linguistic validation, surveys, researches, other
Years of translator experience (part-time/full-time)	Since 1989 / Since 2000
Areas of specialization	<ol style="list-style-type: none">1. Medicine (all subjects including clinical trials and medical equipment)2. Pharmaceuticals3. Life Sciences (physiology, anthropology, neurology, biochemistry, microbiology...)4. Business, Economics5. Marketing (all subjects including surveys and linguistic validation)6. Software7. Technical translations (some areas)8. Legal, contracts etc.
Hardware	<ol style="list-style-type: none">1. CPU Intel Core 2 Duo E4400, 2.00 GHz // HDD 500 Gb 7200rpm // Video Inno3D GeForce 8600GT, 512Mb
Internet Connection	<ol style="list-style-type: none">1. ADSL (2048/512 bps)
Software (basic)	<ol style="list-style-type: none">1. Windows XP SP32. Microsoft Office 2007 (Enterprise, Multilanguage)3. Adobe Acrobat Professional 9.04. Adobe CS2, CS4 (including InDesign, Photoshop, Illustrator, GoLive, Dreamweaver)5. AutoCAD 20096. Quark Express 8.0
CAT Tools	<ol style="list-style-type: none">1. Trados Freelance 2007 (8.0; 7.0 also available)2. Trados MultiTerm 2007 (7.5.0)3. SDLX 2007 SP14. SDL Trados 20075. WordFast Pro
Translation speed	Normal: 2,000-4,000 words per day Urgent: 4,000-6,000 words per day
Payments accepted	<ol style="list-style-type: none">1. Bank transfer (EUR, USD, GBP)2. Western Union, Money Gram3. Cheques4. Moneybookers5. http://www.meest.net/

EDUCATIONAL BACKGROUND	
Dates University/Department/Course Title of qualification awarded	2000-2001 Vinnitsa National Technical University Department for Corporate Management Thesis: Economic Analysis of Performance of an Industrial Company Manager-Economist (Diploma)
Dates University Title of qualification awarded	1994–2000 Vinnitsa Pirogov National Medical University Postgraduate Studies in Physiology, Philosophy, English Thesis: Participation of Neuronal Networks of Hippocampus and Red Nucleus in Programming and Performing Ballistic Food-Reaching Movements in Rats Master's Degree in Physiology
Dates University/Department/Course Title of qualification awarded	1988–1994 Vinnitsa Pirogov National Medical University Department for Adult Medicine and Health Care Physician (Diploma cum laude) Lieutenant of Army Medical Service
Dates University/Department/Course Title of qualification awarded	1988–1994 Vinnitsa Pirogov National Medical University Language course: Translator, Reviewer and Translator/Interpreter Consultant for Medical English Translator, Reviewer and Translator/Interpreter Consultant for English, medical sublanguage (Certificate)
ADDITIONAL TRAINING	
Dates Title of qualification awarded Name and type of organisation providing education and training	2000-2002 Translator of Spanish. Diploma The First Kyiv School of Languages
Dates Title of qualification awarded Name and type of organisation providing education and training	1994 Certified Microsoft Office user. Certificate Vinnitsa National Technical University, Department for Information Technologies and Computer Engineering
Dates Title of qualification awarded Name and type of organisation providing education and training	1993-1994 Translator, editor and proof-reader. Certificate Vinnitsa National Technical University, Department for Technical Translation, English language course
WORK EXPERIENCE	
Dates Occupation or position held	January 2000 onwards Freelance translator and investigator
Dates Occupation or position held	2000-2001 International Sales Manager of the Posluhy Company (Vinnitsa, Ukraine)
Dates Occupation or position held	1994-2000 Research and teaching assistant for prof. V.M. Moroz, prof. N.V. Bratus. Physiology Department of Vinnitsa Pirogov National Medical University
PERSONAL SKILLS AND COMPETENCES	
Social and organisational skills and competences	Good organisational skills, experience in team work, strong sense of responsibility and self-motivation, highly organized with attention to details
Computer skills and competences	Excellent word processing and data entry skills

THE MOST IMPORTANT PROJECTS DONE IN 2009

Category	Specialty Area	End Clients	Project Types
Medicine, Pharmacy, Life Sciences	Clinical trials	International Pharmaceutical Companies	Multiple. Various types of documents related to clinical studies
Business	Marketing	International Companies	Reports, policies, web-site materials
Business	Products	International Companies	Product information, user instructions
IT	Manuals	European, US, and Japanese companies	Manuals
Technical	Manuals	European, US, and Japanese companies	Manuals, instructions
Law	Contracts	US, Ukrainian, Russian clients	Business contracts
Law	Legal documentation	European, US, Ukrainian, Russian clients	Certificates, diplomas, licenses

THE MOST IMPORTANT PROJECTS DONE IN 2008

Category	Specialty Area	End Clients	Project Types
Medicine, Pharmacy, Life Sciences	Clinical trials	International Pharmaceutical Companies	Multiple. All types of docs related to clinical studies
Business	Marketing	Marketing agency in Moscow	Marketing Reports in various fields
Technical	Manuals	European and US companies	Manuals
Law	Contracts	US, Ukrainian, Russian clients	Business contracts
Law	Legal documentation	European, US, Ukrainian, Russian clients	Certificates, diplomas, licenses

THE MOST IMPORTANT PROJECTS DONE IN 2007 AND BEFORE

Category	Specialty Area	End Clients	Project Types
Medicine, Pharmacy, Life Sciences	Dentistry	A Ukrainian Trade company	Medical instruments catalogues. 600+ pages
Medicine, Pharmacy, Life Sciences	Instruments, Medical	A Ukrainian Trade company	Medical instruments catalogues. 600+ pages
Medicine, Pharmacy, Life Sciences	Pharmaceuticals	Ukrainian and some European companies	Drug descriptions
Medicine, Pharmacy, Life Sciences	Psychiatry	A British agency (from Russian into English)	Transcripts of interviews with neurologists/psychiatrists. 14 hours total
Medicine, Pharmacy, Life Sciences	Cardiology	British clients	Study surveys related materials, handouts etc.
Business	Accounting & Auditing	A Moscow auditing company	Auditing report
Business	Marketing	Marketing agency in Moscow	Marketing Reports in various fields
Business	Real Estate	An American client	Articles and reviews on real estate for publishing
Computers	Software Localization	A German client	User Manual for Software Package
Law	Contracts	US, Ukrainian and Russian clients	Business contracts
Business	General (Business)	Ukrainian and Russian companies	Business letters Contracts
Computers	General (Computers)	Moscow and German clients	User Manuals
Entertainment	General (Entertainment)	Multiple clients around the world	Website translations and localizations
Government	Court Hearings & Trials	A British law firm	Transcripts of a case hearing
Government	Legal Documents	US Department of State	Security and Antiterrorism materials

References

On demand