

# ENTRY-LEVEL INTERPRETER RESUME

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## OBJECTIVE

Fluent Ukrainian-English and Russian-English interpreter seeking an entry-level position at Lutheran Social Services. Bring strong consecutive interpreting and translation skills, cultural sensitivity, relevant coursework, and internship experience to provide professional interpretation services to South Dakota's new Ukrainian immigrants.

## EDUCATION & CERTIFICATIONS

### MIDDLE BURY INSTITUTE OF INTERNATIONAL STUDIES

Master of Arts in Translation and Interpretation (English/Russian)

GPA: 3.7/4.0

Monterey, CA

May 20XX

### TELC

Certification in Advanced Ukrainian Language Proficiency (B2)

20XX

## EXPERIENCE

### FIRST NATIONAL BANK

Financial Translation Intern

Monterey, CA

20XX–Present

- Interpret and translate financial documents for over 50 Ukrainian-speaking clients
- Assist in preparing financial reports and analysis for a client base of 200 individuals
- Facilitate communication between Ukrainian clients and bank personnel, improving customer satisfaction by 20%
- Conduct consecutive interpretation during in-person client meetings, and over the phone
- Collaborate with a team of 15 interns to support financial projects and client interactions

### MONTEREY INSTITUTE OF INTERNATIONAL STUDIES

Coursework in Ukrainian Language and Culture

Monterey, CA

20XX–20XX

- Completed advanced coursework in Ukrainian language, achieving fluency in both oral and written communication
- Studied Ukrainian culture and history, enhancing my ability to provide culturally sensitive translations
- Participated in an 8-week Ukrainian Immersion Camp, practicing real-life scenarios and improving language skills, leading to a 15% improvement in proficiency
- Conducted research projects on Ukrainian socio-economic issues, presenting findings to 30 classmates and professors

## SKILLS

- Consecutive interpretation
- Written communication
- Cultural sensitivity
- Telephone interpretation
- Data analysis
- Client communication
- Team collaboration
- Sight translation

# Entry Level Interpreter Resume Sample Objective

**AW Chickering**



## Entry Level Interpreter Resume Sample Objective:

*Resources in Education*, 1989-04      **Compendium of Training for General Intelligence Career Development Program (ICDP) Personnel** United States. Defense Intelligence Agency, 1977      **The Job Searcher's Handbook** Carolyn R. Robbins, 1997 Appropriate for courses in Career Placement Career Development Employment Job Search and Career Counseling This complete up to date tool offers simple easy to follow instructions for all phases of the job search Coverage begins by helping to identify the readers goals values and priorities in the hope of matching them to the appropriate job or jobs The second section of the book The Paper Trail examines the vital paperwork necessary in today s competitive job market The resume cover letter follow up correspondence and application forms are covered in depth before moving to Section 3 Organizing Searching and Planning This section includes making contacts talking with the people who are part of the workplace and conducting research The final section of the book Interviewing Made Almost Easy was written to minimize the fear and anxiety of interviewing by developing all of the essential interviewing skills drawn from the author s own experiences and her 20 years of service as a link between employers and applicants      **Proceedings of the IEEE 1988 National Aerospace and Electronics Conference, NAECON 1988**, 1988      *Management, Concepts and Practices* R. Wayne Mondy, Arthur Sharplin, Edwin B. Flippo, 1988      *Report* Michigan. State Board of Education, 1971      The Big Guide to Living and Working Overseas, 2004      **Resources in Education**, 1987      Institutional Advancement Professional Area Guide Jane M. Unkefer, Paul B. Chewning, 1992      **Annual Report** Michigan. Department of Education, 1974      *Annual Report on Education of the State Board of Education* Michigan. Department of Education, 1974      *SWAP, Sharing with a Purpose* Pennsylvania State Civil Service Commission. Division of Research and Special Projects. Bureau of Examinations, 1972      **Journal of Applied Rehabilitation Counseling**, 1993      **Journal of Rehabilitation**, 1970      **Government Reports Announcements & Index**, 1996      **Catalog** Florida International University, 1990      *Data and Analytics in Accounting* Ann C. Dzurainin, Guido Geerts, Margarita Lenk, 2024-06-27 Data Analytics in Accounting An Integrated Approach develops an integrated data analysis and critical thinking skill set needed to be successful in the rapidly changing accounting profession Following a pattern based approach to profiling cleaning and transforming data the book helps explore data from a variety of perspectives for analytical purposes and key data relationships The text guides students to develop the professional skills they need to plan perform and communicate data analyses effectively and efficiently in the real world This international edition introduces a new feature Data Analytics and Decision Making at the end of the book which offers students the opportunity to see how they can use data analytics to help solve realistic business problems In addition topical changes have been made in select chapters and brief exercises along with multiple choice questions have been revised in all the chapters      *The National Guide to Educational Credit for Training Programs* American Council on Education, 2005 Highlights over 6 000 educational programs offered by business labor unions schools training suppliers

professional and voluntary associations and government agencies      **Proceedings of the Section on Statistical Education** American Statistical Association. Section on Statistical Education, 1980 Papers presented at the annual meeting of the American Statistical Association      **The Technology Teacher** , 1986

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