

HOW IT WORKS

Vasilijs Ragacevics
Skrivanek Latvia and Poland Area Manager



STRUCTURE

- Vendor Manager
- Project Managers
- +/- Marketing
- +/- Accountancy
- +/- IT
- Management
- +/- Translators/interpreters
- +/- DTP, language lead and others

Project Management

To achieve the most desirable results, we use the most efficient workflow



- Prioritize the deadline
- Be available to your clients
- Ask for Feedback

HUMAN TRANSLATION

Capacity: 2000 words/day

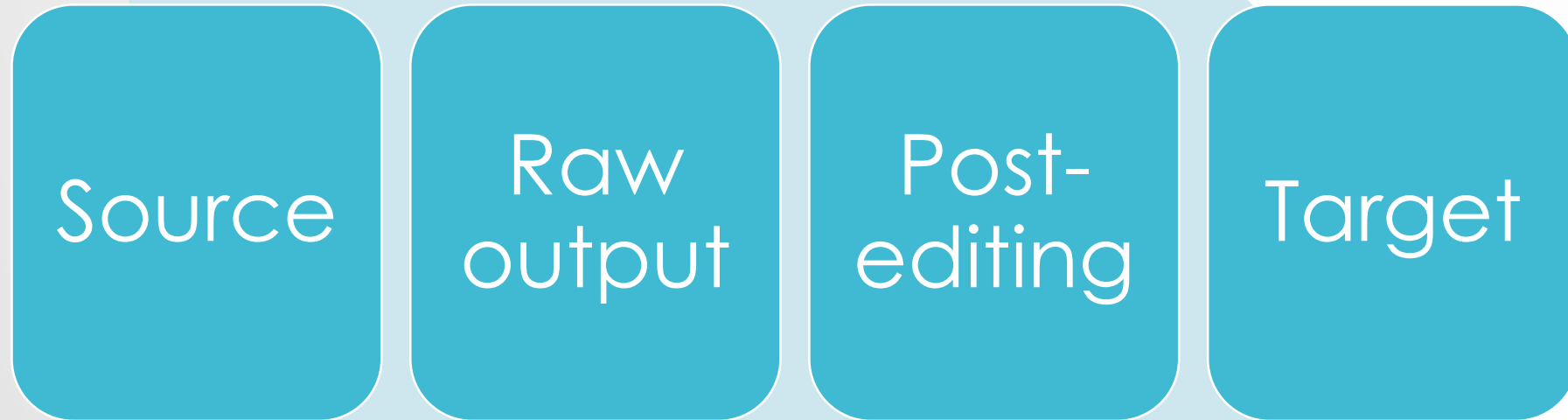


URGENT

Content type (assuming they are all one-pagers)	Average expected delivery time
Marketing, press office: brochures, billboards, social media feeds, press releases	Few hours – one business day
Corporate communications: corporate newsletter, intranet	One business day
HR: job descriptions, training material	One - two business days
Facility management: evacuation plans, building access descriptions, meeting minutes on prevention	Two – three business days
IT: program manuals	Three business days
Legal: contracts, succession documents	+ Three business days

Machine translation with post-editing

Capacity: 6000+ words/day



DIGITALISATION



FUTURE:

UNIFIED INFORMATION ACCESS;

UNIFIED USER EXPERIENCE;

UNIFIED COMMUNICATION.

Dr Kjell Nordstrom Swedish Economist

THE NEXT STEP IN THE TRANSFORMATION OF THIS PLANET IS THE PROGRESSION FROM 200 COUNTRIES TO A PLANET OF 600 CITIES AND 80% TO 85% OF THE POPULATION WILL LIVE THERE. BY 2035 TO 2040 THOSE CITIES WILL ACCOUNT FOR 90% OF ECONOMIC AND CULTURAL ACTIVITY. IS THIS GOOD OR BAD? IT OPENS UP NEW POLITICAL AND ECONOMIC LANDSCAPES AND LIFESTYLES!

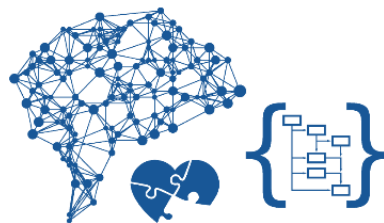


Unique voice
Easy to read
Has personality
Has fantastic visuals
Useful and inspiring
Provocative

Top 10 skills

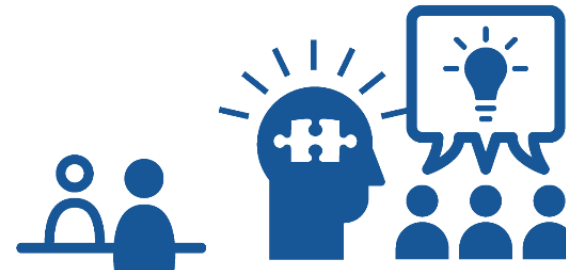
in 2020

1. Complex Problem Solving
2. Critical Thinking
3. Creativity
4. People Management
5. Coordinating with Others
6. Emotional Intelligence
7. Judgment and Decision Making
8. Service Orientation
9. Negotiation
10. Cognitive Flexibility



in 2015

1. Complex Problem Solving
2. Coordinating with Others
3. People Management
4. Critical Thinking
5. Negotiation
6. Quality Control
7. Service Orientation
8. Judgment and Decision Making
9. Active Listening
10. Creativity





Rubén Dos Santos Quero

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Personal Profile

Motivated, energetic and creative English Teacher and Freelance Translator looking forward an entry-level position where I can apply the organisational, team-work and creative skills acquired during the degree of English Philology at the University of Barcelona and through experience.

TEAM WORK



PERSONAL



ENERGIC



CREATIVE



Languages

English		Proficient
Spanish		Native
Catalan		Native
Italian		Competitive
French		Basic

Other interests

- Psychology.
- Tourism.
- Politics.
- Philosophy.

Skills

IT Skills, daily user of data, Committed employee.

LIFETIME EXPERIENCE

BARCELONA



BELFAST



NEW YORK



Academic Qualifications

Berkeley University 2015

English Grammar and Essay Writing.

Principles of written English.

English Business Writing.

University of Queensland 2015

English and Grammar Style.

University of León 2014

Filosofía Política

University of Barcelona/ Belfast

2008-2012

Degree in English Philology.

Cambridge University 2010 C.A.E

Work Experience

2015- **Writer, editor and translator** - Upwork. (New York).

2015 - **Writer, editor and translator** - Elance.

2014-2015 - **Bartender** - BeCool Nightclub.

2012-2015- **English Teacher** - Ceip Folch i Torres.

2013-2014 - **English Teacher** - Kids & Us.

2010-2011- **Shop assistant and visual**- H&M

ISO 17 100

International Standard provides requirements for the core processes, resources, and other aspects necessary for the delivery of a quality translation service that meets applicable specifications.

International Standard does not apply to interpreting services.

Translator qualifications:

- a) a recognized graduate qualification in translation from an institution of higher education;**
- b) a recognized graduate qualification in any other field from an institution of higher education plus two years of full-time professional experience in translating;**
- c) five years of full-time professional experience in translating.**

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