

Professional Freelance Translator



English > Serbian, Croatian, Bosnian, Montenegrin
Medical ▪ IT ▪ Technical ▪ Marketing

Sanja Mihailovic

DipTrans MCIL CL

Chartered Linguist, CIOL

PERSONAL INFORMATION

Web site: www.serbian-translator.com
E-mail: info@serbian-translator.com

Phone/WhatsApp/Viber: + 381 63 803 10 13
Residency: Belgrade, Serbia (CET)

ONLINE PROFESSIONAL PROFILES

- ProZ.com: <http://www.proz.com/profile/41043>
- LinkedIn: <https://rs.linkedin.com/in/sanja-mihailovic-4a398713>

SERVICES

Translation, editing, proofreading, software localization, subtitling, translation memory and term base creation, professional evaluation of translations and translation tests

SPECIALIZATION FIELDS

- Medical (IVD, medical instruments, clinical trials, pharmaceutical, chemical, dental, bioengineering, immunochemistry, healthcare – IFUs, MILs, PILs, MSDSs, PLSs etc.)
- IT (electrical engineering, electronics, computers, telecommunications)
- Technical (mechanical engineering, technology, automotive, construction, machinery)
- Marketing, as well as social sciences, entertainment, travel, fashion, leisure

PROFESSIONAL QUALIFICATIONS

- Translation Related Degree (2010)**
CIOL DipTrans MCIL, Science and Technology, Chartered Institute of Linguists, UK (EN > SR) – check [here](#)
- University Degree (2007)**
BA in Finance, Banking and Insurance, Faculty of Economics, University of Belgrade, Serbia
- Working Experience (since 1998)**
Full-time freelance translator for English > Serbian, Croatian, Bosnian and Montenegrin

OTHER PROFESSIONAL ACCOMPLISHMENTS

- MateCat's Translation World Cup winner in English > Serbian Cyrillic language pair (2014)
- 1st annual ProZ.com translation contest winner in English > Serbian language pair (2008)
- Certified PRO (professional translator) status with ProZ.com since 2008

MEMBERSHIPS WITH PROFESSIONAL BODIES

- Chartered Linguist, Chartered Institute of Linguists, UK (MCIL CL) since 2010 – [check online](#)
- Association of Scientific and Technical Translators of Serbia since 2008

CAREER SUMMARY

2000 till present **FULL-TIME FREELANCE TRANSLATOR**

Full time freelance work for translation agencies and direct clients worldwide (more than 100 regular end-user clients)

2004–2006

LEADING TRANSLATOR, TRADOS TUTOR AND TRADOS COORDINATOR

Member of a pool of translators working on translations of EU standards at Federal Institute for Standardization of Serbia and Montenegro (ISSM), translating ISO, IEC and EN standards (various fields) into Serbian (CARDS program, tutorship of Danish Technological Institute and SCG-Quality company, Belgrade)

1998-2004

SENIOR PARTNER WITH A TRANSLATION COMPANY

Worked as a translator, proofreader and subtitler, coordinator of a team working on various linguistic projects and a senior partner with Editor group, Belgrade, Serbia

MAJOR END-CLIENTS (SAMPLE LIST)

▪ **Medical/Pharmaceutical**

GE Healthcare, Novo Nordisk, Mayo Clinic, Merck, Serono, AstraZeneca, Quintiles Laboratories, Cerexa, Edwards LifeSciences, Wyeth, Fisher & Paykel, Bayer, Covance, Roche, Abbott Medical Optics, Abbott Vascular, Abbott Molecular, Abbott Nutrition, Abbott Diabetes, GlaxoSmithKline, Janssen Cilag, Pfizer, Medtronic, WEST Pharmaceutical Services, Zimmer, Zimmer Spine, Orbus Neich, Angiotech, Seattle Genetics, Fresenius, MicroVention, Covidien, Optimapharm, Atrion Medical, Smiths Medical Critical Care, Maquet Critical Care, Siemens Healthcare Diagnostics, Ventana, Actelion, AGA Medical Corporation, Becton Dickinson, LifeTechnologies Corporation, Saint Jude Medical, Terumo, LifeScan, Heraeus, Draeger Medical, Philips Respironics, Kenexa, Ivy Biomedical, BBraun, Teleflex Medical, OrthoClinical Diagnostics, Nipro Diagnostics, Biomerieux, BBK Biogen, Perceptive Informatics, ASP, 3M ESPE, Pentron, Sybron, Johnson&Johnson, Coloplast, Surgicel, Thoratec, Boehringer Ingelheim, Cheetah Medical, PeerVoice, Vascutek Ltd, Briggs & Stratton, Parexel, DePuy Synthes, Arrow International, SCIEX, Kavo Kerr, Ethicon, TEAC, Medpace, Sequent Medical, Soluscope, Bracket Global, Covance, ConvaTec, 3D Matrix, Bristol-Myers Squibb, DentSply Sirona, Zeltiq Aesthetics, Cerenovus Neuravi Ltd., Cousin Biotech, Axis Shield Diagnostics, Thermo Shendon Ltd., Catalent Pharma Solutions, BD Medical, Vitros ImmunoDiagnostic, Novocure, Natus Newborn Care, Shandon Diagnostics Ltd. etc.

▪ **IT**

Microsoft, Google, Intel, SAP Software Solutions, HP, Epson, Nokia, Xerox, Sony Ericsson, Motorola, Toshiba, McAfee, Lenovo, Philips, Samsung, Huawei, Genius, Logitech, MSI, Canon, Hitachi etc.

▪ **Technical**

Husquarna, Velux, Electrolux, Rio Tinto, Caterpillar, Bobcat, DuPont, Danfoss, USSteel, Schindler, Foster Wheeler, Honeywell, Penosil, Bison, Sondex, Glaston, Avanti, Icopal, Liko, Dechra, Pyronix, Yamabiko Corporation etc.

▪ **Technology**

Institute for Standardization of Serbia and Montenegro, Danish Technological Institute, Bayer, Akzo Nobel, CropScience, Nalco Europe, SGS, SERO, Intersolia, Ecolab, Devold etc.

▪ **Automotive**

Renault, Volvo, BMW, Toyota, Mazda, Nissan, Opel, Honda, Chevrolet, Ford, Harley Davidson, Federal Mogul, Carglass, Skoda etc.

▪ **Marketing**

VISA, Adobe, Pepsi, Harman Kardon, PriceWaterhouseCoopers, Austrian Airlines, Facebook, Manchester United, H&M, IKEA, AirBnB, Milward Brown, Ralph Lauren, Procter & Gamble, Tesa, McDonalds, Carlsberg, Jysk, Ecco, Stokke, Hasbro, Wrigley, Viasat, Ipsos, PKC Group, FlixBus, AXA Travel Insurance etc.

COMPUTER EQUIPMENT

▪ **PC platform**

Windows 10 (64-bit, English OS), 5G Internet connection, MS Office Pro Plus 2021 (English), Adobe Acrobat DC etc.

▪ **CAT software**

SDL Trados Studio 2021 and previous versions, MemoQ 10.1, WordFast Pro 5.1, Déjà vu X3, Star Transit NXT etc.

▪ **Online translation platforms**

XTM, Phrase TMS, MultiTrans, Agito, MateCat, Smart Editor etc.

KEY SKILLS

- Supreme command of quality control process and implementation of quality standards in translation work
- Distinguished ability to adopt and perform to high-standard working practices

- Outstanding organization, communication and tutoring skills

PERSONAL TRAITS

- Skilled, responsive, attentive, highly reliable and cooperative, precise, flexible, methodical, detail-oriented, strictly following agreements and deadlines
- Able to carry out large and demanding projects with consistent quality and attentiveness as well as to perform in professional, effective and timely manner at all times
- Striving toward continuing professional development

Thank you for your kind consideration!