***Marina Neratova***

***Contact information:***

**Tel. Number:** +375-29-569-11-54

 **E-Mail**: marinaneratova@yandex.ru

**Education**

**2004-2009 Minsk State Linguistic University (MSLU)**

**Qualifications:** linguist, teacher of English and German with specialization in foreign literature

**2009** Institute of professional development and retraining by new lines of development of technology and economy BNTU (Belorussian State Technical University): office work, business correspondence

**Work skills:**

 - Fluent English, basic knowledge of German

 - Computer skills (Microsoft Office, Internet)
 - Keyboard skills (Latin/ Russian touch typing)

**Work experience:**

**2013 – up to current moment** Freelance translator. Minsk Region Translation Agency (translation of economic and legal texts)

**2009-2013** English teacher. “Academy of postgraduate education” (translation of business correspondence and documents, cross-cultural communication)

**2009-2012** English teacher. English language department of BNTU (oral speech practice)

**2012** Leader of international youth group (UK, Brighton)

**2011** Leader of international youth group (UK, London)

**2009** Office worker. English language department of BNTU

**2008** Shop assistant. Shopping centre “Crazy Hazy” (USA, South Carolina)

**2008-2009** English teacher. “Economic school № 27”

Tutor of English and German

Oral translation at exhibitions, translation of business correspondence, communication with native speakers

**Personal qualities:**

energetic, highly-motivated, sociable, enthusiastic, disciplined and reliable