

EMILIJA IVANOVSKA

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NATIVE LANGUAGE

Macedonian.

TRANSLATION EXPERTISE

EU legislation, finance, business, marketing, law, medical, healthcare, certificates (marriage, birth, death), college transcripts

PROFESSIONAL EXPERIENCE

Translator/Interpreter, *Ministry of Finance, Skopje, Macedonia, 2001 to 2004*

- › Translated in English and Macedonian the official correspondence of the Ministry of Finance, as well as other materials, as assigned.
- › Interpreted consecutively and simultaneously at meetings and conferences.
- › Created and maintained database of dictionaries, glossaries and other translation resources.

FREELANCE TRANSLATOR – 2000 to present

- › Directives, Regulations, Decisions and other acts of the European Union
- › 2006 National Programme for Approximation to the EU Acquis
 - *ESA95 Manual on Government Deficit and Debt*
- › Annual Action Programme for CARDS Regional Programme 2005
- › 2006 – 2008 Strategic Plan of the Secretariat for European Affairs of the Government of Macedonia
- › *Donors in the Republic of Macedonia* - UNDP brochure
- › 2005 Action Plan for European Partnership of the Government of Macedonia
- › 2005 National Programme for Approximation to the Acquis
- › Treaty Establishing the Constitution for Europe
- › Project fiches to the Action Programme 2005 of the Republic of Macedonia
- › Participation in the translation and proofreading of the questions and answers to the EU Questionnaire (finance and economics)
- › 2004 National Programme for Approximation to the *Acquis*
- › 2004 Action Plan for European Partnership of the Government of Macedonia
- › EC Glossary of the Internal Market
- › HR manuals, HR policies and procedures, behavioural tests
- › Project documents for the needs of PSMAC arrangement with the World Bank. (2001-2004)
- › Documents for Pension and Disability Fund and Health Fund of Republic of Macedonia
- › ***International business*** by Charles W. Hill
- › ***Principles of Marketing*** by Philip Kotler, Gary Armstrong, John Saunders and Veronica Wong
- › ***Globalisation and its Discontents*** by Joseph Stiglitz

LANGUAGE PAIRS

- › English > Macedonian
- › Macedonian > English
- › Serbian > English
- › Croatian > English
- › Bosnian > English

EDUCATION

Bachelor's Degree in English and Literature - **University "Ss. Cyril and Methodius" – Skopje**

TRAININGS

- *Wordfast Beginners and Intermediate Level* – Skopje, Macedonia.
- *English language in EU acquis communautaire – "Introducing the civil servants with the specific meaning of the English language in terms of the EU acquis communautaire,* Sector for European Affairs, Government of Macedonia.
- *Seminar on language issues in the process of European integration,* Sector for European Affairs, Government of Macedonia.
- *Improvement of capacities for consecutive and simultaneous interpretation in government administration bodies,* Sector for European Integration, Government of Macedonia.

OTHER SKILLS

MS Office, Open Office, Lotus Notes, Outlook, Wordfast, Trados, Wercat.