

Olga Zubkova

English–Russian / English–Ukrainian Translator • MT Post-Editor • LQA Specialist

13+ years of freelance translation, including 8+ years of continuous cooperation with agency clients in the US government & education sector and UAE tourism & destination marketing

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Services & areas of expertise

Services:

- translation & editing;
- machine translation post-editing (MTPE, light & full);
- linguistic quality assurance (LQA) / in-context review;
- website & software localization.

Subject areas:

- government & education (US public sector);
- tourism & destination marketing (UAE);
- law, legal, banking, financial, accounting;
- economics, marketing, general.

CAT / QA tools:

- Trados Studio;
- Wordfast Studio / Pro (TXLF);
- Memsource Cloud (Phrase);
- XTM Cloud (XBPKG).

Language combinations and rates

- English – Ukrainian: 0.05 USD per source word;
- English – Russian: 0.04 USD per source word;
- Russian – Ukrainian: 0.03 USD per source word.

TM match discounts:

- 0–74% match: 100% of the rate; • 75–84%: 50%;
 - 85–99% match: 30%; • 100% match: 10%.
- MTPE and LQA rates: hourly or per-word, on request.

Certificates

- June 2018 — ACTFL (American Council on the Teaching of Foreign Languages) Writing Proficiency Test;
- May 2018 — ACTFL Reading Proficiency Test;
- April 2016 — ProZ Certified PRO Network.

Certificate links and feedback: proz.com/feedback-card/1576018 • translatorscafe.com/cafe/member247069.htm

Work experience

November 2012 – present. Remote freelance translator, post-editor and LQA reviewer.

- **Government & education (USA):** 8+ years of continuous cooperation with a US language services agency — localization and linguistic QA of state-level education and assessment materials for the public sector (parent-facing guides, score reports, portal content);
- **Tourism & destination marketing (UAE):** 8+ years of campaign localization and linguistic review for major Gulf destination-marketing clients (web content, brochures, presentations, seasonal campaigns);
- **Legal:** lease, franchise, copyright transfer and employment agreements;
- **Financial / banking:** collateral statements, powers of attorney, tax returns; account opening, deposit and loan agreements, legal entities service agreements;
- **Accounting:** income statements, annual financial statements, balance sheets;
- **Law:** state registration certificates, employment instructions, resolutions, orders, regulations;
- **Economics:** economic research articles, bidding documents, franchise and leasing agreements;
- **Marketing:** tour operator website content, goods labels, advertising slogans;
- **General:** birth certificates, passports, driver's licenses, certificates, diplomas, marriage certificates;
- **Website localization** for Ukrainian- and Russian-speaking audiences (content, controls, meta tags);
- **Software localization:** guides and manuals for kitchen and household appliances, audio/video equipment, computer and mobile devices (Android, Mac, Linux, Microsoft).

September 2009 – November 2012. Full-time manager for foreign economic affairs. SPC «TRANSMASH».

- Assistance in obtaining International Service & Product Quality Certificates;
- Consecutive interpretation during business negotiations and official meetings with foreign partners;
- Product presentations at international fairs; translation of accompanying export documents.

May 2008 – September 2009. Part-time translator. SPC «TRANSMASH».

- Translation of legal and economic documents (agreements, tax statements, certificates, task cards);
- Business correspondence; technical data sheets, stock-lists, equipment manuals.

December 2003 – May 2008. Bachelor's degree. Luhansk Taras Shevchenko National University.

- Cooperated with a local translation agency to gain hands-on experience while studying.