

ANNA ASTAR

LANGUAGE SPECIALIST, ANALYST,
PROJECT MANAGER

✉ Lövhagsgatan 65, 72471 Västerås, SE
@ anrozano@gmail.com
☎ +46 793 042466

PROFESSIONAL PROFILES WITH REFERENCES:
<https://www.proz.com/translator/104375>
<https://www.linkedin.com/in/annaastar/>

Date of birth: 26/10-1981, St. Petersburg
Citizenship: Sweden, Finland

⇒ SERVICES

- ✓ **written translation:** EN-RU-EN, SV-RU/EN, FI-RU/EN, DE-RU/EN
- ✓ transcreation, content writing in Russian and English
- ✓ **editing** & proofreading
- ✓ **project management**
- ✓ **MTPE**
- ✓ **audio transcription**, time-coding
- ✓ **subtitling**
- ✓ **SEO**, keywords localization
- ✓ user experience localization
- ✓ **copywriting** and content creation in Russian and English
- ✓ interpreting: EN-RU, SV-RU
- ✓ **AI training:** RLHF & SFT
- ✓ text research and **information analysis**
- ✓ linguistic **QA**
- ✓ language training
- ✓ DTP

⇒ SOME PROJECTS FOR GOS AND NGOS

- ✓ US State Department eJournal
- ✓ ICANN documentation
- ✓ Helsinki city official documentation
- ✓ Project Management Institute

⇒ PERSONAL QUALITIES

responsible, methodical, easy-learning,
thoughtful, scrupulous, assiduous,
flexible, open-minded

CURRICULUM VITAE

WHERE THERE'S A TASK, THERE IS A WAY

EDUCATION

- 2022 | **BA in English Studies** (maj. English Literature and Creative Writing, Malmö University (Sweden))
- 2011 | **MBA**, World Technological University UNESCO (Russia)
- 2011 | **MA in Music, Mind and Technology**, University of Jyväskylä (Fin)
- 2003 | **BA in Linguistics**, St. Petersburg State University (Russia)

WORK EXPERIENCE

- 2007- | **Self-employed language services provider**
Translation, editing, proofreading, LQA & testing
Among the clients: translation companies such as Translated (Italy), Acolad (Luxemburg), Acclaro (USA), Wordbank (UK), Web-Translations (UK), Milengo (Germany), Schreiber Translations (USA), Site Translations (USA), Net-Translators (Israel), Capella & McGrath (Germany), etc., and direct customers like Guillemot Corp. (France).
- 2024- | **Self-employed AI Expert & Evaluator, RLHF Strategist** for major LLM providers (subject to NDA): audio transcription & annotation, transcription validation & time-coding, AI data annotation, AI prompt evaluation & rewriting (RLHF & SFT)
- 2021- | **Self-employed project manager/producer**, culture, Sweden
- 2005-2007 | **Project manager, translator, editor**, SDL Russia
- 2002-2005 | **Freelance translator**, publishing house VES (Russia)

WORKING LANGUAGES

Russian: native, proficient in copywriting and content creation
English: fluent, proficient in translations from/into English
Swedish: fluent, proficient in translations from/into Swedish
Finnish: written translations from Finnish
German: written translations from German

CAT TOOLS

SDL Studio 2014, memoQ, Passolo, Across
Online CAT systems: XTM, Phrase, Smartling etc.

OTHER SOFTWARE SKILLS

- Microsoft Office apps: professional use
- Adobe Acrobat and Foxit Phantom PDF: professional use
- Graphic design and DTP in Adobe Photoshop
- Video-/audio- editing, Adobe Premiere Pro, Cubase, etc.

FIELDS OF TRANSLATION EXPERTISE:

- marketing, advertising, SEO (incl. Google Ad keywords localization, content adaptation, keyword research)
- economics, management, finance (general), accounting, business, politics, legal (general), HR
- government, politics, NGO, society, environment
- IT, electronics, software, hardware, data, telecom, photo
- games & gaming equipment, mobile apps
- medicine (general) & health care
- arts, music, literature, education
- tourism, outdoor sports