

# Eugenia Holoborodko

Content Writer and Translator with 2 years of related experience. Looking for a translator position to pursue my dream of becoming a professional translator (especially, of literature). I have passion for languages and I am constantly improving my skills. I also love creative writing which I consider my hobby and my future profession.

## EXPERIENCE

### **YourServerAdmin, Kharkiv, Ukraine — Content Writer**

FEBRUARY 2017 - PRESENT

1. Research and interviewing on various topics to prepare material for an article;
2. Writing well-structured and creative articles on various topics including software development, server management, DevOps, development tools, as well as posts for personal blogs, etc;
3. Translation for websites English-French, English - Russian/Ukrainian, etc;
4. Creation of SEO-optimized content using AdWords for keywords research;
5. Articles editing and proofreading;
6. Working with Social Media;
7. Working with existing content, re-writing.

### **Applikey Solutions, Kharkiv, Ukraine — Sales Manager**

FEBRUARY 2016 - FEBRUARY 2017

1. Lead Generation (client research, writing cover letters, corresponding with potential clients);
2. Customer Care (resolving customer complaints regarding sales and service);
3. Negotiating with clients (warm calling/cold calling, correspondence, preparation of initial software development effort estimation);
4. Monitoring customer preferences to determine the focus of sales efforts;
5. Analyzing sales statistics;
6. Working with correspondence (and its translation) and creation of Sales Book (set of regulations for the sales department).

### **V.N. Karazin Kharkiv National University — Master of Arts**

2016 - 2018

French and English languages and literatures.

### **V.N. Karazin Kharkiv National University — Bachelor of Arts**

2012 - 2016

French and English languages and literatures.

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## SKILLS

Strong content writing skills with previous research on topics

Strong translation skills (Russian, Ukrainian, English, French)

Experience in writing tech-related articles

Editing and proofreading skills

Constantly improve my style and grammar knowledge

SEO basic knowledge

Experience with anti-plagiarism software (Content Watch, Grammarly)

Good communication skills

Quick learner

## LANGUAGES

English (Advanced)

French (Upper-Intermediate)

Russian (Native)

Ukrainian (Native)