



Vyacheslav Punko

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<https://litcentr.in.ua/dir/23-1-0-367>

● EDUCATION AND TRAINING

01/09/2014 – 30/06/2018 – Lviv, Ukraine

Expert in International Relations – Ivan Franko National University of Lviv

Field(s) of study

- Social sciences, journalism and information
- International relations
- Political science

01/09/2018 – 31/12/2019 – Lviv, Ukraine

Specialist in International Relations and Political Science, Translator/Interpreter – Ivan Franko National University of Lviv

Field(s) of study

- Social sciences, journalism and information
- Translation
- Political science
- European integration

● WORK EXPERIENCE

05/08/2019 – CURRENT – Kyiv, Ukraine

FREELANCE TRANSLATOR – Book Chef

Translation from English into Ukrainian:

- «On the Origin of Species by Means of Natural Selection, or the Preservation of Favoured Races in the Struggle for Life» by Charles Darwin
- «AI Superpowers. China, Silicon Valley, and the New World Order» by Kai-Fu Lee
- «Blood, Sweat, and Pixels: The Triumphant, Turbulent Stories Behind How Video Games Are Made» by Jason Schreier
- «The Patient» by Jasper DeWit
- «God is Not One: The Eight Rival Religions That Run the World - and Why Their Differences Matter» by Stephen Prothero
- «User Friendly: How the Hidden Rules of Design Are Changing the Way We Live, Work, and Play» by Cliff Kuang and Robert Fabricant
- «Behind the Mask: My Autobiography» by Tyson Fury

14/11/2019 – 01/12/2019 – Lviv, Ukraine

INTERN – Linguistic Centre

06/04/2019 – 04/10/2019 – Kharkiv, Ukraine

FREELANCE TRANSLATOR – Видавництво "Ранок"

Translations from English into Ukrainian

- «The 5 Second Rule: Transform your Life, Work, and Confidence with Everyday Courage» by Mel Robbins
- «Dealing with Difficult People» by Roy Lilley

01/12/2018 – 06/02/2019 – Kharkiv, Ukraine

FREELANCE TRANSLATOR – Vivat Publishing

Translations from English into Ukrainian:

- «The Magic of Getting What You Want» by David J. Schwartz

03/09/2018 – 03/02/2019 – Lviv, Ukraine

QUALITY INSPECTOR – Nestle Business Service

- orders receivable management-
- quality control management
- teamwork skills

16/01/2017 – 30/01/2017 – Lviv, Ukraine

INTERN – Ukrainian Catholic University

- knowledge of the basics of cooperation with foreign universities

10/10/2015 – 03/02/2016

CONTENT MANAGER

- social network administration
- filling the entertainment group with content

● **LANGUAGE SKILLS**

Mother tongue(s): **UKRAINIAN** | **RUSSIAN**

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B2	C1	B1	B1	B2
GERMAN	A1	A1	A1	A1	A1
POLISH	A2	A2	A1	A1	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

Microsoft Excel | Microsoft Word | Outlook | Power Point | Microsoft Office | Social Media | Google Drive | Microsoft Powerpoint | Google Docs | Skype | LinkedIn

● **CONFERENCES AND SEMINARS**

29/04/2018 – 30/04/2018 – Kyiv, Ukraine

International Center for Scientific Research

- the experience of writing scientific texts
- experience with scientific literature

● **DRIVING LICENCE**

Driving Licence: **A**

Driving Licence: **B**

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Communication skills

Good communication skills gained through my experience as a member of NGO "Young Diplomacy" and as a member of NGO "Diplomatic Alliance"