

Professional Freelance Translator



English > Serbian, Croatian, Bosnian, Montenegrin
Medical ▪ IT ▪ Technical ▪ Marketing

Sanja Mihailovic

DipTrans MCIL CL
Chartered Linguist, CIOL

PERSONAL INFORMATION

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Residency: Belgrade, Serbia (CET)

ONLINE PROFESSIONAL PROFILES

- ProZ.com: <http://www.proz.com/profile/41043>
- LinkedIn: <https://rs.linkedin.com/in/sanja-mihailovic-4a398713>

SERVICES

Translation, editing, proofreading, software localization, subtitling, translation memory and term base creation, professional evaluation of translations and translation tests

SPECIALIZATION FIELDS

- Medical (IVD, medical instruments, clinical trials, pharmaceutical, chemical, dental, bioengineering, immunochemistry, healthcare – IFUs, MILs, PILs, MSDs, SmPCs, PLSs, etc.)
- IT (electrical engineering, electronics, computers, telecommunications)
- Technical (mechanical engineering, technology, automotive, construction, machinery)
- Marketing, as well as social sciences, entertainment, travel, fashion, leisure

PROFESSIONAL QUALIFICATIONS

- Translation Related Degree (2010)**
CIOL DipTrans MCIL, Science and Technology, Chartered Institute of Linguists, UK (EN > SR) – check [here](#)
- University Degree (2007)**
BA in Finance, Banking and Insurance, Faculty of Economics, University of Belgrade, Serbia
- Working Experience (since 1998)**
Full-time freelance translator for English > Serbian, Croatian, Bosnian, and Montenegrin

OTHER PROFESSIONAL ACCOMPLISHMENTS

- MateCat Translation World Cup winner in English > Serbian Cyrillic language pair (2014)
- 1st annual ProZ.com translation contest winner in English > Serbian language pair (2008)
- Certified PRO (professional translator) status with ProZ.com since 2008

MEMBERSHIPS WITH PROFESSIONAL BODIES

- Chartered Linguist, Chartered Institute of Linguists, UK (MCIL CL) since 2010 – check [here](#)
- Association of Scientific and Technical Translators of Serbia since 2008

CAREER SUMMARY

2000 till present **FULL-TIME FREELANCE TRANSLATOR**

Full-time freelance work for translation agencies and direct clients worldwide

2004 to 2006 **LEADING TRANSLATOR, TRADOS TUTOR AND TRADOS COORDINATOR**

Member of a pool of translators working on translations of EU standards at the Federal Institute for Standardization of Serbia and Montenegro (ISSM), translating ISO, IEC, and EN standards (various fields) into Serbian (CARDS program, tutorship of the Danish Technological Institute and SCG-Quality company, Belgrade) **1998 to 2004** **SENIOR PARTNER WITH A TRANSLATION COMPANY**

Worked as a translator, proofreader, and subtitler, coordinator of a team working on various linguistic projects, and a senior partner with Editor group, Belgrade, Serbia

MAJOR END-CLIENTS (SAMPLE LIST)

- **Medical/Pharmaceutical**
GE Healthcare, Novo Nordisk, Mayo Clinic, Merck, Serono, AstraZeneca, Quintiles Laboratories, Cerexa, Edwards LifeSciences, Bristol Myers Squibb, Wyeth, Fisher & Paykel, Bayer, Covance, Roche, Abbott Medical Optics, Abbott Vascular, Abbott Molecular, Abbott Nutrition, Abbott Diabetes, GlaxoSmithKline, Janssen Cilag, Pfizer, Medtronic, WEST Pharmaceutical Services, Zimmer, Zimmer Spine, Orbus Neich, Angiotech, Seattle Genetics, Fresenius, MicroVention, Covidien, Optimapharm, Atrion Medical, Smiths Medical Critical Care, Maquet Critical Care, Siemens Healthcare Diagnostics, Ventana, Actelion, AGA Medical Corporation, Becton Dickinson, LifeTechnologies Corporation, Saint Jude Medical, Terumo, LifeScan, Heraeus, Draeger Medical, Philips Respironics, Kenexa, Ivy Biomedical, BBraun, Teleflex Medical, OrthoClinical Diagnostics, Nipro Diagnostics, Biomerieux, BBK Biogen, Perceptive Informatics, ASP, 3M ESPE, Pentron, Sybron, Johnson&Johnson, Coloplast, Surgicel, Thoratec, Boehringer Ingelheim, Cheetah Medical, PeerVoice, Vascutek Ltd, Briggs & Stratton, Parexel, DePuy Synthes, Arrow International, SCIEX, Kavo Kerr, Ethicon, TEAC, Medpace, Sequent Medical, Soluscope, Bracket Global, Covance, ConvaTec, 3D Matrix, DentSply Sirona, Zeltiq Aesthetics, Cerenovus Neuravi Ltd., Cousin Biotech, Axis Shield Diagnostics, Thermo Shendon Ltd., Catalent Pharma Solutions, BD Medical, Vitros ImmunoDiagnostic, Novocure, Natus Newborn Care, Shandon Diagnostics Ltd, Idorsia, Getinge, Biocartis, Avery Dennison, Bioretec, Sutter Health, Eli Lilly, etc.
- **IT**
Microsoft, Google, Intel, SAP Software Solutions, HP, Epson, Nokia, Xerox, Sony Ericsson, Motorola, Toshiba, McAfee, Lenovo, Philips, Samsung, Huawei, Genius, Logitech, MSI, Canon, Hitachi etc.
- **Technical**
Husquarna, Velux, Electrolux, Rio Tinto, Caterpillar, Bobcat, DuPont, Danfoss, USSteel, Schindler, Foster Wheeler, Honeywell, Penosil, Bison, Sondex, Glaston, Avanti, Icopal, Liko, Dechra, Pyronix, Yamabiko Corporation, etc.
- **Technology**
Institute for Standardization of Serbia and Montenegro, Danish Technological Institute, Bayer, Akzo Nobel, CropScience, Nalco Europe, SGS, SERO, Intersolia, Ecolab, Devold, Trelleborg, etc.
- **Automotive**
Renault, Volvo, Porsche, BMW, Toyota, Mazda, Nissan, Opel, Honda, Chevrolet, Ford, Skoda, Harley Davidson, Federal Mogul, Castrol, Carglass, etc.
- **Marketing**
VISA, Adobe, Pepsi, Harman Kardon, PriceWaterhouseCoopers, Austrian Airlines, Facebook, Manchester United, H&M, IKEA, AirBnB, Milward Brown, Ralph Lauren, Procter & Gamble, L'Oreal, Unilever, Tesa, McDonalds, Carlsberg, Jysk, Ecco, Stokke, Hasbro, Wrigley, Viasat, Ipsos, PKC Group, FlixBus, AXA Travel Insurance, etc.

COMPUTER EQUIPMENT

- **PC platform**
Windows 11 (64-bit, English OS), 5G Internet connection, MS Office Pro Plus 2021 (English), Adobe Acrobat DC, etc.
- **CAT software**
SDL Trados Studio 2022, MemoQ 11, WordFast Pro 5.1, Déjà vu X3, Star Transit NXT, etc.
- **Online TMS platforms**
XTM, webMemoQ, Phrase TMS, MultiTrans, Agito, MateCat, SmartCat, Smart Editor, etc.

KEY SKILLS

- Supreme command of the quality control process and implementation of quality standards in translation work

- Distinguished ability to adopt and perform according to high-standard working practices
- Outstanding organization, communication, and tutoring skills

PERSONAL TRAITS

- Skilled, responsive, attentive, highly reliable and cooperative, precise, flexible, methodical, detail-oriented, strictly following agreements and deadlines
- Able to carry out large and demanding projects with consistent quality and attentiveness, as well as to perform in a professional, effective, and timely manner at all times
- Striving toward continuing professional development

Thank you for your kind consideration!