

2022 - ongoing

## IT Translator

tools

GitHub/GitLab (CI/CD)  
VSCode, Pycharm  
spaCy, nltk  
numpy, pandas  
selenium  
deepL, ChatGPT

**Coders Lab** full-time technical translator (PL - EN)

creating and editing English-language courses in programming, testing, data analysis and other areas (SEO, SCRUM, PMI); maintenance of course material repositories

analyzing course language, researching language needs of the students, ensuring optimum tone and voice and verifying technical correctness with the SMEs

using AI and machine learning tools to create text drafts, creating and applying my own scripts to identify images and other content that needs translation

creating automations to manage files in the repositories and assure quality of the courses

2022 - 2024

## Editor

Lokalize, Crowdin  
SmartCat  
readthedocs, gitbook  
XLIFF, TMX (XML) Ahrefs,  
GSC (SEO) Python, regex

**EnglishT s.c.** - in cooperation with profperekklad.ua - translation editor (UA - EN - PL)

editing and proofreading technical and fin-tech translations; writing and transcreating UI/UX texts for clients including Ajax.Systems, iNext, and LetyShops

SEO and technical terminology management, ensuring style adaptation and translation consistency across application UI, technical and end-user documentation, and marketing materials

scripting automations for compliance testing regarding terminology, style, simple language and detecting machine translation use

2012 - 2020

## Translator/ Trainer

Git  
JIRA, Confluence  
MemoQ, SDL Trados  
OmegaT, Okapi  
Wordpress, Joomla Drupal  
(CMS)  
Gatsby, Jekyll, Hugo  
(static generators)  
django, flask  
Vue.js, Tailwind, React

**EnglishT s.c.** translator and language trainer

creating language courses for IT, technical, business, and general language

teaching group courses for companies and institutions, including: Łukasiewicz Research Network - Institute of Aviation, Ministry of Digital Affairs, Ministry of Science and Higher Education, Ministry of the Interior and Administration; Porsche Inter Auto, Leroy Merlin Polska, and individual courses - focusing on software developers

translation and editing of courses, training materials, and IT publications including: [LearnGitBranching](#), [Python 4 Everybody](#), [LFC191](#) (Open Source Licensing Basics for Software Developers ) for Adam Mickiewicz University Poznań

UX translation and transcreation

2008 - 2012

## Project Manager

Kanban  
Excel (Power Query VBA  
Pivot), SQL  
PowerPoint  
Markdown, DokuWiki  
Adobe Photoshop  
Illustrator  
Gimp, Inkscape

**Lingwejon (WiedzaNET group), Ability English Services** (from 2009)

coordinating an Agile-methodology project implementing LMS for online (virtual classrooms and audio) and on-site courses in 25 cities across Poland (over 1000 concurrent students);

recruitment and onboarding of teachers, preparing user documentation

in cooperation with the sales department: preparing and hosting product presentations

post-implementation, project management as Methodology Director

2003 - 2008

## Language Trainer

MS Office  
Toyota Way  
Basecamp  
Ruby on Rails

in cooperation with language schools (**Lang, Poliglota, The Tower**) and academic institutions (**English Studies Department - SWSPiZ/** currently: **SAN**)

teaching languages courses for corporate and institutional clients, including: **Opera Software** (later: Vewd); **Toyota Motor Poland**, US Embassy, Warsaw

language audits, needs diagnoses, and preparing tailored course materials for individual courses

before 2003

## LAN administrator

Linux (Red Hat) bash  
routing TCP/IP (Freesco)  
HTML, CSS, PHP  
JavaScript

additional work as a students

building and maintaining a residential area computer network connecting over a dozen apartments across two residential blocks to the Internet using a shared DSL connection (before individual home connections were offered)

router and server (Linux) and end-user computers (Windows) configuration and maintenance

user support, creating (mostly non-commercial) websites, usenet server (hamster) maintenance

## Education and courses

2007 Institute of Applied Linguistics - Warsaw University - MA (translation)

2003 Teachers' Training College in Siedlce - Warsaw University - BA (EFL teaching)

### certificates

coursera / codecademy

[Google IT Automation with Python Professional](#), & [Support Professional](#)

**project management:** [Foundations of Project Management](#), [Agile Project Management](#) (Google)

**statistics and data analysis:** [Data Science Math Skills](#) (Duke University), [Probability and Statistics](#) (University of London), [Marketing Analytics](#) (University of Virginia), [Introduction to Programming with MATLAB](#) (Vanderbilt University), [Data Scientist: Machine Learning Specialist](#) (CodeCademy Career Path)

**AI/ML cloud solutions management:** [Getting Started with AWS Machine Learning](#), [Managing Machine Learning Projects with Google Cloud](#), [Developing AI Applications on Azure](#) (LearnQuest)

**front end:** CodeCademy Skill Path: [Web Development](#) (HTML5, CSS, SASS, JS, Node.js, React, TDD)

## more about me

I'm a professional writer and an avid reader. Despite analyzing multiple polish translations of neologisms in Frank Herbert's Dune for my MA, I read more than SF&F: mostly because I enjoy being able to visit the places I know from books, meet the local people and learn about their culture, history and languages. I appreciate good design (from typography, to UX, to architecture). Taking photos has been my long-term hobby and because I don't mind turning play into work, for close to ten years I've been photographing [oriental dance events](#) in Poland and abroad. My interest in psychology allowed me to volunteer as a translator for organizations such as [Kwan UM Zen](#) (where you can use my translation of wedding vows to get married), or [Family Connections programe videos](#) for the Polish Association of Dialectical Behavior Therapy.

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