

Samet OZ

Istanbul / Turkey

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EXPERIENCE

Contract Specialist, Murmansk/Russia – Renaissance Heavy Industries – Arctic LNG 2 AWP1B & GWP5B

March 2021- November 2022

Subcontracts administration, copywriting, proofreading issuing and translating of official correspondences to Companies, Contractors and Subcontractors, legal advising according to the signed agreement.

Teaching Assistant, Maykop/Russia — Adyghe State University

September 2018 - March 2021

Conducting English classes and speaking clubs from 3rd graders to university students.

Administrator, Maykop/Russia — Gostinitsa Maykop City

November 2018 - March 2021

Versatile management and administration of whole hotel.

Localization Specialist, Istanbul/Turkey — Genetic Studios

January 2016 - November 2018

English and Russian localization.

Translator, Istanbul/Turkey — Freelance

November 2010 - PRESENT

Written and oral translation of legal papers, interviews, work contracts, websites, games and applications, transcribing and adding subtitles in videos.

EDUCATION

Applied Linguistics, Adyghe State University — Bachelor's degree

September 2015 - July 2019

Bachelor of English and German Linguistics.

Applied Linguistics, Adyghe State University — Master's degree

September 2020 - July 2023

Masters of applied Linguistics.

ACTIVITIES

Translator and Interpreter, Maykop State Planning Organization

International Children's Fest 2018

Birthdate and place

27.07.1996

Istanbul/Turkey

Nationality

Turkish

Permanent Residency
(Russian Federation)

Skills

HTML / CSS

Figma

Adobe Creative Studio

MS Office

MS Visual Studio

TravelLine

Kontur.FMS

Abilities

Project management

Leadership

Versatility

Researching

Data analysis

Languages

Turkish - Native

English - C1

Russian - C1

German – B1

Social



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