

## PERSONAL INFORMATION

**Hristina Tanevska**


 v. Carev Dvor – Resen, 7315, Republic of North Macedonia

 078 547 401

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**Sex** Female | **Date of birth** 03/01/1998 | **Nationality** Macedonian (citizen of the Republic of North Macedonia)

JOB APPLIED FOR  
POSITION  
PREFERRED JOB

**Photo Editor**

## WORK EXPERIENCE

(01/03/2021 -)

**Graphic Designer**

Gold Design

- Creating social media posts, SEO-friendly blog posts, and analyzing keywords while following Scrum.

**Business or sector** Private sector

(19/05/2021 -)

**Court Translator and Interpreter (from Macedonian to English and vice versa)**

Municipality of Resen

- Translation and interpretation of legal documents.

**Business or sector** Legal sector

(01/07/2020 – 30/09/2020)

**Administrator**

VT Diet Club, Bitola

– Organising written documents for clients, e-mailing them about their appointments, and calling them.

**Business or sector** Private sector

(29/03/2019 – 02/04/2019)

**Consecutive Interpreter (from Macedonian to English and vice versa)**

Interreg Europe, Bitola

– Consecutive interpreting and translating for foreigners, and clients at the opening conference about a project called "I-TOUR".

**Business or sector** Private sector

EDUCATION, TRAINING, AND  
EXPERIENCE

(15/09/2016 – 07/09/2020)

**Bachelor in Translation from Macedonian to English and from English to Macedonian**

Faculty of Education (PFBT); University "St. Kliment Ohridski" – Bitola

- Conference Interpreting (Simultaneous and Consecutive); Court Translation and Interpreting; Academic Research Translation; Literary Translation; Academic Writing.

1. 2018-2019 Best CONSECUTIVE Interpreting Undergraduate at PFBT-UKLO Internal Competition;
2. Simulation of Regional Court Trial Workshop attendant (Faculty of Law, Bitola, 2018);
3. Participation in the Sixth Annual Conference of the N. Macedonian Association of Translators and Interpreters (Skopje, 2018);
4. Participation in the Translational Workshop on Styles of Translation, organized by ZPRM – MATA (Skopje, 2018);
5. Participation in the Translation Workshop BABYLON, organized by ZPRM – MATA (Bitola, 2018);
6. Participation in the Translation Workshop on Transliteration, organized by ZPRM – MATA (Bitola, 2019);
7. “Latin phrases with English and N. Macedonian translation”, PFBT, Translation Project participant;
8. “English Idioms and Phrases and their N. Macedonian Equivalents”, PFBT, Translation Project participant;
9. “My Family and Other Animals” written by Gerald Durrell, PFBT, Translation project participant;
10. Participant in the Seventh Annual Conference of the N. Macedonian Association of Translators and Interpreters (Skopje, 2019).

(19/05/2021)

### Certified Court Translator and Interpreter from Macedonian to English and from English to Macedonian

Ministry of Justice – Republic of North Macedonia

(30/03/2021 – 07/06/2021)

### Completed course in graphic design (Adobe Photoshop and Adobe Illustrator)

Javen Advertising – Republic of North Macedonia

1. Completed graphic design portfolio using Adobe Photoshop CC 2018 and Adobe Illustrator CC 2018 (logo, poster, greeting card, advertisement poster, animal characters, etc.).
2. Created a logo for a company named “VT Diet Club” which is published on their official Facebook page.
3. Created advertising posters, images, and business cards for private companies as a freelance graphic designer.

(22/02/2022)

### Microsoft Certified: Power BI Data Analyst Associate

Microsoft Corporation

1. Passed the international exam DA-100: Analyzing Data with Microsoft Power BI.
2. Analyzing private companies' data with SQL and Power BI, and creating KPIs about their business. Doing all of the work by respecting the Agile methodology and principles.

(02/06/2022)

### Scrum Master Certified (SMC)

SCRUM study

1. Passed the international certification exam for Scrum Master Certified.
2. Learned about the newest Agile methodologies and Scrum framework while working for real-time clients on freelancing sites.

## PERSONAL SKILLS

Mother tongue(s)

Macedonian

Other language (s)

English

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
C2	C2	C2	C2	C2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user  
[Common European Framework of Reference for Languages](#)

Communication skills ▪ Good communication skills gained through interpreting training and interaction with native speakers.

Organisational/managerial skills ▪ Organisation (organized written documents while working as Administrator).

#### Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Independent user	Proficient user	Proficient user	Independent user	Proficient user

Levels: Basic user - Independent user - Proficient user  
[Digital competencies - Self-assessment grid](#)

Other skills ▪ Good command of Microsoft Office™ tools;  
 ▪ Good command of Adobe Photoshop CC 2018 and Adobe Illustrator CC 2018.  
 ▪ Good command of Microsoft Power BI.  
 ▪ Good knowledge of SQL.  
 ▪ Writing essays and poetry;  
 ▪ Florist.

Driving licence B

#### ADDITIONAL INFORMATION

Honours and awards ▪ **Third award for best-written essay organized by the University of “St. Kliment Ohridski” on 04/12/2018**