

Magdalena Czajkowska

MEDICAL TRANSLATOR

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Languages & Skills

Education

Qualifications & Courses

Awards & Recognition

Work Experience

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A medical translator with over five years of experience, background in medicine and healthcare, and expertise in translating various types of texts, including scientific articles, patients' records, medical devices instruction manuals, and other documents. Current student of medicine and surgery at the University of Milan with experience in teaching English as a foreign language, and in recruitment for pharmaceutical companies (clinical research).

(01)

Languages & Skills

Native or bilingual proficiency (C2): ENGLISH, POLISH
Effective operational proficiency (C1): RUSSIAN
Intermediate (B1): ITALIAN
Elementary (A1-A2): GERMAN, FRENCH, UKRAINIAN

CAT Tools
SDL Trados Studio, Wordfast

Other
MS Office, Adobe Photoshop, Adobe Acrobat

(02)

Education

Sep 2016 - Jun 2022
[University of Milan | Italy](#)
MBBS MEDICINE AND SURGERY
- language of instruction: English

Dec 2005 - Feb 2006
[Krakow University of Economics | Poland](#)
MANAGEMENT AND MARKETING
- short course | European Social Fund project
- places allocated on a competitive basis

Sep 2002 - Jun 2007
[Jagiellonian University | Poland](#)
INTEGRATED MA RUSSIAN STUDIES

(03)

Qualifications & Courses

2017
[Unconscious Bias in Medicine](#)
The Stanford University School of Medicine

2015
[Working in the Health Sector, Level 2](#)
Northern Council for Further Education (NCFE)

2010
[CELTA & PTTLS](#)
CERTIFICATE IN TEACHING ENGLISH TO SPEAKERS
OF OTHER LANGUAGES - & - PREPARING TO TEACH
IN THE LIFELONG LEARNING SECTOR
University of Cambridge Local Examinations Syndicate

(04)

Awards & Recognition

2016: [Academic Excellence Scholarship](#) | University of Milan
2003: [Academic Excellence Scholarship](#) | Jagiellonian University

Work Experience

TEACHING & TRANSLATING

Jan 2017 - till present

Freelance medical translator

LANGUAGE SCIENTIFIC | Medford, USA

- translating patients' records and clinical trial documentation;
language combination: PL > EN

Jul 2015 - Sep 2016

Teacher of English as a second language

CENTRUM KANWA | Krakow, Poland

- teaching classes of up to six students at levels A1 - C2
- preparing lesson plans, tests and other teaching materials
- providing guidance to students applying to universities in the UK
(4 successful applicants)

Feb 2011 - Dec 2013

Translator & Owner

WORD2WORD TRANSLATIONS | London, UK

- translated over 2500 pages of medical, technical, and general texts;
primary language combination: PL > EN

MANAGEMENT & ADMINISTRATION

Aug 2013 - Jun 2015

Office administrator

GRANT MACDONALD | London, UK

Concessions: Silver by Aston Martin, Harrods
- stock checks and overseeing daily operations

Feb 2013 - Aug 2013

Campaign delivery manager

NIMBUS NINETY | London, UK

- providing administrative support during organisation and hosting of IT conferences; average number of attendees: 500-800 people

Oct 2009 - Apr 2011

Bar manager

FRIDGE BAR | London, UK

- stock checks & ordering
- overseeing daily operations and managing a staff team of 12 people

MARKETING & MARKET RESEARCH

Sep 2007 - Mar 2008

Recruitment consultant

HAYS PHARMA | London, UK

- searching for candidates and matching them to positions in clinical research

Jul 2005 - Sep 2005

Market researcher

POVOLZHYE SHOPPING CENTRE | Saratov, Russia

- prepared a complete market research plan for Mexx and United Colors of Benetton

VOLUNTARY WORK

Dec 2013 - Mar 2015

Ward volunteer

KING'S COLLEGE HOSPITAL | London, UK

- provided support to patients and staff by listening, reading, helping with meals, and running errands