

# Ivana Andersen Kapustová

## Freelance translator

Native/target language: **Slovak**  
Source languages: **English, German, Danish**  
CAT-tools and software: **Trados, SDLX, Transit Satellite PE, Across, Fortis, Subtitle Workshop etc.**

## Personal details

Address: Adolfstr. 5, 53111 Bonn, Germany  
Web: <http://www.ik-translations.com>  
E-Mail: [info@ik-translations.com](mailto:info@ik-translations.com)

## Translation Experience

**Nov 2005 - present** full-time  
**2000-2003** occasionally

### Cooperation with a number of translation agencies, e.g.:

AIT - Applied Information Technologies AG, Germany; Alfa Scandinavian Translations, Belgium; Aspensa s.r.o., Czech Republic; Delta CITS, Germany; Ditto GbR, Germany; Eloquia GmbH, Germany; Global Communicators Ltd., Great Britain; Language Marketplace UK Ltd., Great Britain; MediaMate GmbH, Germany; Specta, Slovakia; Technisches Übersetzungsbüro, Germany; WorldAccent, Great Britain etc.

### Expertise:

Tools and machines, Metallurgy, Computer: Software/Hardware, Production, Automotive, Electronics, Medical Devices, Textile/Fashion, Food, Marketing, Management, Accounting, Quality Management etc.

### End-Customers, e.g.:

#### English-Slovak

Aquagarde, Biomet, Biotronik, Dell, Dymo, Ecco, GEA Group, Grundfos, Johnson Controls, Leica, Mazda, McDonald's, Medtronic, Nokia, Philips, Servolift, Siemens, SkyEurope, St. Jude Medical, Tente, Toshiba, Toyota, Varo etc.

#### German-Slovak

Borries, C&A, Centrotherm, Dymo, Frech, GEA Group, Johnson Controls, Navigon, OKS, OTTO, Rational, Schüco, StrikoWestofen, swedex, TecLine, Transnorm System, Ventilex etc.

#### Danish-Slovak

Micodan, Midt- og Vestjyllands Politi, Nissens, Unomedical etc.

### Examples of translation projects, English to Slovak:

#### Tools and machines

Container blender – user manual (13.000 words)

Generator – user manual (10.000 words)

Tools (pneumatic hammers, saws, lawn mowers, nailers, heat guns, sharpeners, sanders, grinders, hedge trimmers etc.) – user manuals (100.000 words)

#### Computers

Computers and laptops – user manuals (80.000)

#### Electronics

Product information – consumer electronics (various) (17.000 words)

Disc creator – user manual, software (15.000 words)

**Automotive**

Lift truck – user manual (15.000 words)

Baler – user manual (4.700 words)

**Medical (Manuals)**

Cardiovascular devices (21.000 words)

Orthopedic implants and instruments (30.000 words)

CT scanner (30.000 words)

Medical transducer, ultrasound scanner (10.000 words)

Transseptal access system (3.000 words)

Digital mammography biopsy and spot imaging system (6.000 words)

Sleep and Respiratory Devices (5.000 transl. + 40.000 words - proof)

**Legal / Finance**

Investment funds (8.000 words)

Information memorandum for a fund – (19.000 words)

Business ethics (13.000 words)

Information about bank accounts for foreigners – (1.500 words)

**Human resources**

Health and safety at work (7.600 words)

Survey – questionnaire and employee comments (6.500 words)

**Education****Sep 1995 - May 1999**

MA in English language and literature

(incl. Linguistics, Stylistics and Translation Theory)

Comenius University, Faculty of Education, Bratislava, Slovakia

6-month stay in Great Britain

**1991-1995**

High School – Gymnázium Viliama Paulínyho-Tótha, Martin, Slovakia

**Further education****Oct 2004 - Jul 2006**

Scandinavian Studies (subjects studied, e.g.: Danish language, German to Danish translation courses, Linguistics, Latin, Icelandic etc.) + English Studies

Friedrich Wilhelm University Bonn, Germany

**Aug 2005**

Intensive course in Danish (Scholarship from Cirius Danmark)

Århus University, Denmark

**Oct 2004**

DSH German language certificate (advanced level)

Friedrich Wilhelm University Bonn, Germany

**Jul 1999 - Jul 2000**

German language certificate (intermediate level)

Paris-Lodron University in Salzburg, Austria

**Jun 1999**

Marketing course

Inštitút manažérskeho poradenstva, Bratislava, Slovakia

**Sep 1996 - Jun 1997**

Translation course (English to Slovak) – non-literary translation

Literárny Fond, Bratislava, Slovakia

**Languages**

Slovak – mother tongue

English, German, Danish, Czech, Latin

**Other skills**

Computer skills:

MS Office applications (Word, Excel, Access, Power Point), Internet Explorer, Acrobat Reader, Trados SDL 2007 + 2009, Transit Satellite, Across, NVU, HTML basic skills

Touch-typing