



**Valida Salmanova**

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## Work Experience

### Khazar University

Baku, Azerbaijan

English Language Instructor

Jan 2020-Present

- Conveyed lessons to various students in accordance with the course curriculum
- Evaluated students' performance in class and their attendance
- Taught various individuals of different aspect of English such as Grammar, Writing, and Pronunciation

**Subjects taught:** Sight Translation, Oral Translation, Literary Translation, Economic Translation, English Foundations1, English Foundations2, Academic English, ESL, and Advanced Vocabulary

### Sinalco Azerbaijan

Baku, Azerbaijan

Freelance Translator

2018 – 2019

- Provides translation services (English to Azeri) and (Azeri to English) on a regular basis
- Meet rigid deadlines and conform to formatting and style guidelines
- Translation materials include: educational, articles related to economics, construction contracts, informative articles

### Perspective Academy

Baku, Azerbaijan

General English Instructor

2017 – 2018

- Teaching general English to individuals and small groups of up to 7 students
- Provide informative presentations to students regarding different areas of studies
- Cater lesson plans toward workplace instruction

### Internship

Baku, Azerbaijan

The State Committee on Religious Associations of the Republic of Azerbaijan

Apr 2017 – Jun 2017

- Translating materials from English to Azerbaijani or Azerbaijani to English
- Editing translated materials
- Writing summaries

### Volunteering Experience

Baku, Azerbaijan

- Volunteered in Baku 2015 European Games as a member of Accommodation Team
- Volunteered in Formula 1 as a member of Protocol Team
- Volunteered in 2017 Islamic Solidarity Games as a member of Protocol Team

2015 – 2017

## **Education**

### **Khazar University**

M.A Diploma in Translation

Baku, Azerbaijan

2017 – 2019

### **Azerbaijan University of Languages**

B.A Diploma in Translation

Baku, Azerbaijan

2013 – 2017

**Languages:** Azerbaijani (Native), English (Fluent), Italian (basic)

**Computing:** Highly skilled in Microsoft Office Word, Excel, Power Point, Outlook

## **Published Papers:**

- ❖ **Peculiarities Of Translation Of Colloquialisms From The Novel “The Catcher In The Rye” By J. D. Salinger Into Azerbaijani**

## **Organizational / managerial, communication skills:**

- Team spirit, very effective in adaptation to different social environments
- Effective at working independently or as a member of a team
- Time management, presentation skills
- Good general knowledge
- Excellent spoken and written English
- Familiar with translation software tools
- Able to work to tight deadline