



Professional contact details:

based in: Komárno, Slovakia	email: <u>mt@mtmslovakia.c</u>	<u>com</u> me	obile: +421-905-693356
Public profiles (links):	SK Sworn Translator	ITI Directory	Proz.com

Languages and translation:

I translate into all three of my listed languages.

- Hungarian is my first language. (I was raised in a Hungarian-speaking family, in a Hungarian-speaking community.)
- I have been exposed to **English** since childhood, first through cartoons, then in primary school etc.
- Slovak is the official and majority language of the Slovak Republic, where I have lived (practically) all my life.

In short, I have been an active user of all three of these languages for most of my life. This gives me confidence that I can render content in these languages in a quality that is nearly or completely equal to native speakers of these languages. Some of my experience in language use is further detailed below.

- 2007-2019 A student and then an employee at J. Selye University*, Komárno, Slovakia
- 2014- A professional translator and Authorized Representative for Translations at MT & M Enterprises s.r.o.
- 2018- A sworn translator duly registered with the proper Slovak authorities
- 2022- A qualified member of the UK's Institute of Translation and Interpreting (MITI) A member of the ITI Law, Insurance & Finance Translation (LIFT) Network and the ITI Medical and Pharmaceutical Network (MedNet)



Translation of legal and financial texts

The greatest part of my experience as a translator is in working with legal documents and documents related to accounting and finance. This includes translating financial statements, tax forms, constitutions and by-laws of companies and not-for-profit organizations, official documents (ID cards, certificates, diplomas, licenses, extracts etc.) and contracts, to enumerate the most common types. Also, further texts that belong in: Law (general), Criminal Law, Administrative Law, Taxation and Customs Law.

<u>Additional note:</u> I was working with legal documents and translating legal texts long before I became a professional translator. Notable accomplishments in the fields of **Law** and **Finance** not related to translation are detailed on the next page.

Translation of texts in life sciences, medicine and health

- sworn/certified translation of medical records
- official decisions pertaining to marketing authorisations, summaries of product characteristics and package leaflets of human medicinal products (translation)
- translation of documents used in the promotion and authorisation process of clinical trials
- translation of material relating to a dietary supplement product line (ingredients, sources, production, utility for the body etc.)

Further translating experience

- education (e.g., certificates, accreditation documents)
- academic writing statistics, linguistics, economics, management

ITI LIFT Directory

Work with legal and financial texts (J. Selye University*)

- 2005-2010: drafter of by-laws of student self-government bodies at J. Selye University* (JSU), other student bodies and a few pieces of university-wide policy documents concerning mainly the student body (SK, HU)
- 2010-2014: as a member of the University Academic Senate, drafter of university-wide policy documents and sponsor of amendments to drafts under consideration, assessor of annual budgets and (financial) reports (SK, HU)
- 2012: author of a student paper on the comparison of banking systems (including legal framework, HU, SK, EN)
- 2015-2019: as a member of the JSU management*, drafter of legal and financial texts, user of administrative forms, contributor to annual budgets and reports (HU, SK)
- 2016-2017: preparation for a [sworn] Translator's Professional Examination** in Hungarian (HU, SK).
- 2018-2019: preparation for a [sworn] Translator's Professional Examination** in English (EN, SK).
- 2020: three relevant online courses (one on the U.S. Constitution, one on the U.S. Congress and one on the Supreme Court of the United States) offered by Hillsdale College***. (EN)

Work with legal and financial texts (MT & M Enterprises)

<u>MT & M Enterprises s.r.o.</u> is a company I have co-founded with my then girlfriend (now wife). From the time of its founding in 2013, to April 2024, the company also provided accounting services, services connected to company and organizational by-laws and administrative services involving communication with other parties including public authorities.

- Accounting involves communication with Slovakian and/or Hungarian public authorities and/or the reading and processing of extensive legislative texts in these languages and often in English as well.
- By-laws and their amendments were drafted and registered with the competent authorities. This involved reading and interpretating large volumes of legislative texts and writing legal texts of our own.
- It goes without saying that, when a need arises, we also translate our clients' legal and financial documents.

Education & further experience

Budapest University of Technology and Economics		J. Selye University*	
Faculty of Electrical Engineering and Informatics		2015-2019	Head of IT Services (for one four-year term)
		2015	Manager of the Academic Information System
2004-2010 MSc in	MSc in Technical Informatics	2014-2015	junior officer answerable to the Vice-Rector
J. Selye University* Faculty of Economics			for Research and External Relations
		2010-2014	(voting) student member of
2007-2011	BSc in Economics and Management		the Academic Senate (for two two-year terms)
2011-2014	Master of Business Administration	2009-2014	Faculty of Economics
2014-2016	MSc in Economics and Management		Chairman of the Student Self-government

* J. Selye University is a bilingual institution. On the one hand, its main language of instruction is Hungarian, it is partly financed by the Hungarian government, it maintains close ties to Hungarian institutions and has a substantial number of students and faculty members from Hungary. On the other hand, it is governed by Slovak law, gets most of its funding from Slovakia and most of its documents are either bilingual or in Slovak. In leadership and management positions, active use of both languages is needed. The years I spent there also gave me opportunity to develop my English (being accountable for a trilingual website, representing the institution abroad, English courses, Erasmus+ etc.).

** Passing a Translator's Professional Examination is one of the requirements of registration as a sworn translator in Slovakia. It involves performing a test-translation of a piece of legal text from Slovak into the given language and one from the given language into Slovak. As per official guidance, the type of the texts to be translated by the candidate is among the types that occur more frequently in the everyday life of a sworn translator. In order to prepare for these examinations, I comparatively studied a large number of Hungarian, U.S., U.K. and Slovak official documents and other legal texts including pieces of legislation and regulation, read texts and listened to presentations and podcasts etc.

*** Hillsdale College is an accredited higher-education institution based in Hillsdale, Michigan, USA. The language of instruction is English. The college offers online courses free of change in a diverse array of subjects. The lectures and readings together provided additional insight and sense of context to U.S. legal texts and an understanding of some aspects of U.S. culture.