

**WORK EXPERIENCE****Jun 2021 - present***Abdrakhmanova 146-10***Freelance/Translator***LLC Translation Agency Tilmech*

- ↳ Document translation including: project papers, books, reports etc.
- ↳ On-demand interpretation services

**Mar 2021 - May 2021***Chui av. 106***Intern (JPO Programme)***Ministry of Economy and Finance*

- ↳ Working on monitoring Kyrgyzstan's Doing Business rating improvement plan
- ↳ Working with bilateral Investment Agreement drafts
- ↳ Translation/interpretation as required

**Oct 2020 - Nov 2020***Kievskaya 114/2***Editor's Assistant***Cabar.asia Research Bureau*

- ↳ Drafting monthly reports on CA countries
- ↳ Transcribing meetings etc.
- ↳ Translation as required

**Nov 2019 - Jul 2020***Botanicheskii per. 1A***Library assistant***OSCE Academy in Bishkek*

- ↳ Working with the archive
- ↳ Books registration and checkout

**Nov 2018 - Aug 2019***Kievskaya 77***Specialist***LLC Business Service Bishkek*

- ↳ Company profile: State registration consultations and services
- ↳ Maintaining office equipment etc.
- ↳ Working with clients

**Jul 2016 - Aug 2016***Pushkina 50***Translator***GMC Translation Service*

- ↳ Translation as required
- ↳ Proofreading as required

**Aug 2015 - Sep 2015***Talas and Zhambyl (Kazakhstan)***Research Assistant***Dr. Andrea Zinzani, Ph.D. Pol. Geo.*

- ↳ Research: Water management in the Talas and Chui river basin
- ↳ Handling appointments, finances, billing, accommodation etc.
- ↳ Interpretation/Translation as required

**E-MAIL / SOCIALS**

✉ a.omurbekuulu@osce-academy.net

✂ https://twitter.com/AkaiOmurbek

🐙 https://akai-omurbek.github.io

**EDUCATION****M.A. Politics and Security***The OSCE Academy in Bishkek*

Aug 2019 - Jan 2021

**B.A. International Relations***Kyrgyz Turkish Manas University*

Sep 2013 - June 2017

**LANGUAGES****Native:** Russian, Kyrgyz**Fluent:** English**Proficient:** Turkish, German**TECHNICAL SKILLS****Text editing** Microsoft Office Suite

Libre Office Suite

Google Docs Editors

**Translation** OmegaT Suite**Programming** Python (basic)

Shell (Bash / Zsh)

**CERTIFICATES**

- "Democratic Institution Building in CA - 30 years after Independence", 18-24 July 2021
- "Summer school for research preparation", August 2019
- "Kreatives Schreiben Workshop", April 2017
- "Workshop/Simulation: Conflict Prevention and Tolerance", March 2017