



## Europass Curriculum Vitae

### Personal information

First name(s) / Surname(s) **Guštafík Peter**  
Address(es)  
Telephone(s) +421 905 532 576 Mobile: +421 905 532 576  
Fax(es)  
E-mail peter@pdc.s.k  
Nationality  
Date of birth  
Gender Male

### Work experience

Dates 2000 – present  
Occupation or position held Consultant, trainer, project coordinator  
Main activities and responsibilities

- working as a consultant and trainer for not-for-profit organizations, specializing in fundraising, organizational development, and intercultural issues
- designing, implementing, and evaluating short-term training programs for not-for-profit organizations; topics include fundraising, business planning, leadership, etc.
- coordinating projects on e-learning

Name and address of employer PDCS, Štúrova 13, 811 02 Bratislava, Slovakia  
Type of business or sector Educational services

Dates 1997 – present  
Occupation or position held Freelance translator  
Main activities and responsibilities

- providing translation, editing and quality assessment services;
- performing localization of software products;
- coordinating teams of up to 4 translators for translation and linguistic validation projects;
- translating subtitles for educational videos.

Name and address of employer Peter Guštafík – Interpreta, gen. Svobodu 40, 90201 Pezinok, Slovakia  
Type of business or sector Translation

### Education and training

Dates 2001 – 2004  
Title of qualification awarded Certificate  
Principal subjects/occupational skills covered Consultancy and Training Skills

Name and type of organisation providing education and training

Partners for Democratic Change Slovakia PDCS

Dates

1992 – 1995

Title of qualification awarded

Bachelor of Arts

Principal subjects/occupational skills covered

Mathematics

Name and type of organisation providing education and training

Cornell University, Ithaca, NY, USA

### Personal skills and competences

Mother tongue(s)

**Slovak**

Other language(s)

Self-assessment

*European level (\*)*

**English**

**Russian**

**Italian**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Proficient User	C2	Proficient User	C1	Proficient User	C1	Proficient User	C1	Proficient User
B1	Independent User	B1	Independent User	B1	Independent User	A2	Basic User	A2	Basic User
B1	Independent User	B1	Independent User	A2	Basic User	A2	Basic User	B1	Independent User

(\*) *Common European Framework of Reference for Languages*

Social skills and competences

- Team work: I have coordinated or been a member of teams of facilitators and/or trainers;
- Intercultural skills: As a trainer and/or consultant I have worked internationally with groups from the former republics of the Soviet Union, and the Balkans, I have served as a facilitator for the British Council Intercultural Navigators Programme in Slovakia in 2008-2009
- I have successfully completed 4-four training program for trainers and consultants working for non-profit organizations covering topics such as facilitation, mediation, intercultural dialogue etc.

Organisational skills and competences

- Coordination of projects one to two years long
- Organization of educational events
- Running one-man freelance translation business for 12 years

Computer skills and competences

Competent with Microsoft Office programs and the Windows XP operating system  
Development of basic-level web sites in HTML and/or CMS systems  
Competent with CAT (Computer Aided Translation) software such as Trados

Driving licence

Category B vehicles

### Additional information

#### PUBLICATIONS

- co-authored the book *Nonprofits and Profit* in *Partners for Democratic Change Slovakia*, 2005
- co-authored the *Business Handbook for Nonprofit Organizations* in *Partners for Democratic Change Slovakia*, 2001
- co-authored the *Reader for Advanced Nonprofit Organizations* in *Partners for Democratic Change Slovakia*, 2000

#### PERSONAL INTERESTS

Classical guitar

Italian language

Travel

Volunteer work – Board of Directors of REVIA Community Foundation, Pezinok, Slovakia;  
Outward Bound Slovakia – instructor for experiential courses and member of the Association Board