

# STEFAN VULEVIĆ

*Legal & Business Linguistics | Founder at Vellis Solutions*

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## PROFESSIONAL SUMMARY

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Law graduate and highly active translation professional with over 12 years of combined experience in legal practice and linguistics. As the founder of Vellis Solutions, I have successfully delivered 300+ projects with a near-perfect quality score on major industry platforms like Smartcat. I specialize in high-stakes legal documentation, leveraging a "zero-error" mindset developed through 5 years of active Notary practice.

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## WORK EXPERIENCE

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### **Vellis Solutions | Stefan Vulević PR**

03/2026 – Present

*Founder & Lead Linguist*

- Managing end-to-end translation projects for international law firms and corporate clients.
- Specializing in English-Serbian linguistic solutions for high-stakes legal and business documentation.
- Ensuring 100% terminological consistency and procedural accuracy in every project.

### **Notary Office (Javni beležnik)**

*Notary Associate*

5 Years of Experience

- Drafted and reviewed hundreds of legal acts, including property sale agreements, inheritance documents, and corporate resolutions.
- Conducted detailed legal research to ensure compliance with Serbian statutory requirements.
- Developed a rigorous "Notary-Grade" proofreading methodology now applied to all Vellis Solutions projects.

### **Freelance Translator (EN <> SR)**

*Senior Specialist*

7+ Years of Experience

- Completed 300+ independent projects for global clients with a focus on legal and technical sectors.
- Top-Rated on Smartcat: Maintaining a near-perfect quality and reliability score.
- Regular collaborator with a leading Cyber-Security firm on technical translations and software industry documentation.
- Managed long-term translation projects for diverse sectors, maintaining a 100% on-time delivery rate.

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## EDUCATION

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### UNION Law University, Belgrade

Present

*MA in Human Rights Law*

(Currently Enrolled)

### Faculty for Judiciary and Commerce, Novi Sad

*Bachelor of Laws (LL.B.)*

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## CORE COMPETENCIES

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### Legal Translation

Contracts, M&A, Property Acts,  
Court Filings, Notary  
Certificates.

### Technical & Cyber-Security

Software industry terminology,  
GDPR compliance, Data  
Privacy policies.

### Project Management

Proven ability to handle high-  
volume workflows with  
consistent 5-star quality  
ratings.

### Quality Assurance

TEP (Translation, Editing,  
Proofreading) workflow and  
expert-level CAT tool  
proficiency (Smartcat, SDL  
Trados).

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## LANGUAGES & TOOLS

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### Serbian

Native

### English

Near-Native (C1-C2 Proficient in Legal &  
Corporate terminology)

### Russian

A2

### German

Beginner

### Tools

Smartcat (Expert), SDL Trados, Google  
Workspace, Advanced Legal Databases.

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## REVIEWS & RATINGS

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### Project Count

300+ successfully delivered assignments.

### Smartcat Performance

Near-perfect quality score and high reliability ranking.