

CURRICULUM VITAE

HELEN THEODORIDOU –KIRMAN

PERSONAL DATA:

Nationality: Greek (EU passport)
Married, one daughter aged 21

CONTACT DETAILS:

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ABILITIES AND ACHIEVEMENTS

- Greek mother tongue
- BA in English language and literature
- BA Italian language and Literature
- Conference interpreter (simultaneous/consecutive/chuchautage). Pairs of languages: Greek-English-Greek, Greek-Italian-Greek, English-Italian-English) member of PEM(Panhellenic Association of Translators) and FIT (International Federation of Translators.**
- Licensed Dubai tourist guide**
- Book and technical pamphlet translator
- Language tutor
- Published an English/Greek Dictionary of Insurance Terms (ed. ‘Agrotiki’ insurance company)

RECENT PROFESSIONAL EXPERIENCE

1998 to Present: Language Consultant

INTERPRETATION

Conference interpreter for business and governmental organizations requiring simultaneous and/or consecutive interpretation. Working languages: Greek-English-Greek, Greek-Italian-Greek and English-Italian-English.

Clients include:

**The Presidency of Greek Republic
Greek Ministries, Greek Parliament, Political departments
Financial Institutions and Private sector companies**

Conference subjects have included: EU development initiatives, Financial, Banking and Environmental issues.

TRANSLATION

Scholastic Books, Novels and technical works translated into Greek from English, French, Italian and Spanish. Published translations in Greece (20 books) have covered a breadth of subjects varying from philosophical essays, popular science, modern novels etc.

TUITION

Developed, tailored, organized and implemented courses to meet specific requirements of different clients: eg. Business English, Greek as Foreign Language, Conversational Italian etc.

PREVIOUS EXPERIENCE

1980-1998

Employed by Agrotiki Insurance Co, Position: Department Manager
Duties included organizing and conducting training courses for associates and sales force.

EDUCATION

Secondary school : Athens Italian School

UNIVERSITIES

- 1. BA English Language and Literature : Kapodistriakon University of Athens**
- 2. BA Italian Language and Literature: Aristoteleion University of Salonica**

OTHER LANGUAGES

1. French (Certificat Pratique de la langue francaise)
2. Spanish (Diploma de Estudios Hispánicos, Universidad Internationl “Menendez Pelayo”)
3. German (Mittelstufe-Goethe Institut)

TRAINING COURSES:

- Business English teacher training course: Regent College, London (LCCIEB), UK
- Principles and methods of teaching Italian as a foreign language, Perugia University, Italy
- Training course in conference interpretation: Congress Consultants Centre, DALABIRA, Athens, Greece**
- Dubai Tour Guide Award, (DTGA), UAE**