

CV OF CATERINA KALODIKI

TRILINGUAL TRANSLATOR OF GREEK (NATIVE) - ENGLISH - ITALIAN TEXTS

EXPERTISE IN: TRANSLATION - PROOFREADING - EDITING – DTP - TRANSCRIPTION

• Location: West. Suburbs, Athens, Greece • Tel: +306974720293
• aik.kalodiki@gmail.com • linkedin.com/in/caterinakalodiki

**SUBJECT
AREAS**

• Certificates • Education
• Literature • Advertising
• Science • Tourism • Medicine

PERSONAL SUMMARY

Trilingual translator with strong command over Greek, English and Italian languages and excellent communication and interpersonal skills. Hardworking, well-organised, committed to excellence.

WORKING LANGUAGES

English: CEFR Level: C2, Certificate of Proficiency in English, University of Michigan

Greek: Native proficiency, CEFR Level: C2, High School Diploma, 4th General High School of Corfu

Italian: CEFR Level: C2, BA in Italian Language and Literature, Aristotle University of Thessaloniki

PROFESSIONAL EXPERIENCE

06.2017 – today

Eng>Gre translation of food allergy card, marriage certificate

Gre>Eng translation of criminal record

Ita>Eng translation of family, death, birth, widowhood certificates, medical reports, school report card

Eng>Ita translation of marriage, birth certificates, driver's licenses, college transcripts, college degree, apostille, judgement of divorce, naturalization certificate

02.2016

Gre>Ita, Eng>Ita translation of texts about assisted reproduction (web design company)

01.14 - 02.14

English teacher – Terminology of Tourism

10.2006 – 06.2017

English and Italian language lessons to children, teenagers and adults

1999 - 2004

Ita><Gre translation of general, informative, advertising, scientific and literary texts as a university student

AWARDS

• Scholarship for best performance, University for Foreigners of Perugia, Perugia, Italy, 03.2004

SKILLS

• Familiar with **CAT tools**
• Ability to work under pressure
• Skilled in office suites **ECDL** Core Certification
• Image manipulation software Gimp 2.8
• Desktop publishing software Scribus 1.4.4

EDUCATION

• **BA** in Italian Language and Literature
Aristotle University of Thessaloniki, 1999 – 2004
• **High School Diploma**, 4th General High School
of Corfu, 1996 – 1999

PRICING (per word in euros)

• Translation: 0.05 • Proofreading: 0.02 • Editing: 0.04 • DTP: 20.00 – 40.00 per page • Subtitling: 1,5 per minute

CERTIFICATIONS

• **Teacher Training Seminar**
Axon Global Education Network,
Athens, September 2007

• **International Conference**
« Language in a changing world »,
Foreign Languages Teaching
Centre, University of Athens,
Athens, 9 – 11.12.2005

• **Refresher Course**
« Teachers of Italian language
abroad », University for Foreigners
of Perugia, Perugia, Italy
88 hrs, July 2004

PUBLICATIONS

• « AIDS: Social and Medical Approaches », Kalodiki Caterina, 10th Scientific Conference of Medicine Students in Greece, Scientific Company of Medicine Students in Greece, I. Vellidis Conference Centre, Thessaloniki, 14 – 16 May 2004

CV of December 20, 2017