

İletişim Bilgileri

fgnkyk@gmail.com

www.linkedin.com/in/figen-kiyak
(LinkedIn)

En Önemli Yetenekler

Human Resources
Academic Publishing
SPSS

Languages

Turkish (Native or Bilingual)
English (Full Professional)

Certifications

Press For Freedom and Data
Journalism
Foreign Trade
Human Resources
Proposal Writing and Project
Management for EU Projects &
KOSGEB & Development Agency &
Erasmus+
Training for Trainer

Figen KIYAK

Editorial Director at METU Press
Çankaya

Deneyim

METU PRESS (ODTÜ YAYINCILIK)

Editorial Director
Mart 2021 - Present (1 yıl 3 ay)
Ankara, Türkiye

Coordination and job-tracking of the translators
Preparation of the relevant contracts (translation, copyright, editor etc.)
Hunting of new releases, contact with agencies (national and international)
Management of copyright agreements, follow-up of whole process until the book is published.
Occupational meeting like editing, e-book, audio book etc.
Management of YouTube channel of METU Press (interviews with our authors and experts)
Editing and final reading of the books
Some books which I have edited until now:
Hiperuzay (Hyperspace), Michio Kakau, ODTÜ Yayıncılık, 2021
Descartes'in Yanılgısı (Descartes' Error), Antonio Damasio, ODTÜ Yayıncılık, 2021
Şeylerin Tuhaf Düzeni (The Strange Order of Things), Antonio Damasio, ODTÜ Yayıncılık, 2022
Tanrı Denklemi (God Equation), Michio Kakau, ODTÜ Yayıncılık, 2022
and various children books....

Dorlion Publishing

Translator
Mayıs 2019 - Mayıs 2022 (3 yıl 1 ay)
Ankara, Türkiye

The books that I have translated until today (from English to Turkish)
Sherlock Holmes, Arthur Conan Doyle, Dorlion Yayınevi, 2020
Walden, Ormanda Yaşam (Walden, Life in the Woods), David Henry Thoreau, Dorlion Yayınevi, 2020
Değirmenimden Mektuplar (Letters from My Windmill), Alphonse Daudet, Dorlion Yayınevi, 2020
Ahlak Eğitimi (Moral Education), Emile Durkheim, Dorlion Yayınevi, 2021

Sosyolojik Yöntemin Kuralları (The Rules of Sociological Method), Emile Durkheim, Dorlion Yayınevi, 2020

Sosyolojinin Öncüleri: Montesquieu ve Rousseau (Montesquieu ve Rousseau: Forerunners of Sociology), Dorlion Yayıncılık, 2020

Dini Hayatın İlk Biçimleri (The Elementary Forms of Religious Life), Emile Durkheim, Dorlion Yayınevi

Nasıl Sosyalist Oldum & Değişim İbareleri (How I Became a Socialist & The Signs of Change), William Morris, Dorlion Yayınevi, 2021

Pragmatizm ve Sosyoloji (Pragmatism and Sociology), Emile Durkheim, Dorlion Yayınevi, 2020

Gönüllü Kölelik Üzerine Söylev (Discourse on Voluntary Servitude), Etienne de la Boetie, Dorlion Yayınevi, 2021

Kapitalizmin Toplumsal Tarihinin Aşamaları (The Stages in the Social History of Capitalism), Henri Pirenne, Dorlion Yayınevi, 2021

Bizans'ın Gizli Tarihi (Secret History), Prokopius, Dorlion Yayınevi, 2021

Serbest çalışan

Translator

Ocak 2013 - Mayıs 2021 (8 yıl 5 ay)

The institutions and firms which I have worked as translator and/or content writer until today:

- Various translation firms
- Coinness.com (<https://coinness.live/>)
- Iran Research Center (<https://iramcenter.org/en/about-us/>)
- Navalium (as blogger) (<https://navalium.com/tr/blog/>)
- Balkent Construction firm (within the scope of EU Project)
- Ministry of Agriculture (within the scope of EU project)

Mikropor

Human Resources Assistant

Kasım 2018 - Mayıs 2019 (7 ay)

Ankara, Türkiye

Recruitment process (interviews with the candidates, phone interviews in English language, vacancy announcement in the related career sites etc.)

Organization of the various training programs

Formation and regulation of personnel files

Exit interviews and interviews of probation period

Management of orientation program

Other related works

Dünya Gazetesi

Dünya Gazetesi

Kasım 2015 - Mart 2016 (5 ay)

Project Expert/ Journalist

Interviews with ambassadors, companies, minister etc.

Participation of receptions, press conferences, invitations.

Writing news for our daily newspaper.

Promotional selling

For the magazine which is related with economic relations between two specific countries, making interviews with ambassadors, private companies, governmental agencies from the two countries.

You can find the examples of my news published below.

Eğitim

Orta Doğu Teknik Üniversitesi

Master's degree, Eurasian Studies / Avrasya Çalışmaları · (2015 - 2019)

Orta Doğu Teknik Üniversitesi

Bachelor's degree, Sosyoloji / Sociology · (2009 - 2015)