

Curriculum Vitae



I- Personal Data:

- Full Name: Myriam Jean Tabet (Sworn Translator & Interpreter)
- Full Mailing Address: Junostraat 271
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II- Education:

<u>Name & Place of School/ University</u>	<u>From</u>	<u>To</u>	<u>Degrees/Diplomas/Certificates Attained</u>
The Holy Spirit University of Kaslik-USEK Faculty of Letters - Lebanon	Oct 2010	June 2012	Masters in Interpretation
The Holy Spirit University of Kaslik Faculty of Letters - Lebanon	Sept 2007	June 2010	BA in Translation & Modern Languages
Collège des Sœurs des Saint-Cœurs Kfarhabab, Lebanon	Oct 2004	June 2007	Bacc II (Economics & Sociology)

III - Work Experience:

A.1. Name & Address of Employer: **Organisation for the Prohibition of Chemical Weapons (OPCW)** – The Hague, Netherlands

2. Date of Employment: October 1, 2020 → Present

3. Exact title of post: Arabic <> English Translator & Interpreter

4. Description of Duties: Interpreting from Arabic into English and English into Arabic during meetings between OPCW inspectors and State party representatives, making communication between the two parties easier and more fluid. Providing consecutive interpretation during highly technical and medical interviews conducted between different civilian and military individuals, and a group of technical probing and investigating experts. Transcribing interviews from Arabic into English and translating, editing and reviewing several technical documents.

B.1. Name & Address of Employer: **National Defense College (Ministry of Defense)** – Muscat, Oman

2. Date of Employment: September 1, 2016 → Present

3. Exact title of post: Translator & Interpreter
4. Description of Duties: Translation and interpretation from English into Arabic and vice versa for lectures/conferences given by high-level professionals to members of the Army, Navy and Air Force of Oman. Topics include military, diplomatic and financial affairs around the world.

C.1. Name & Address of Employer: American Systems – Beirut, Lebanon

2. Date of Employment: March 7, 2014 → November 13, 2015
3. Exact title of post: Translator & Interpreter
4. Description of Duties: Translation and interpretation from English into Arabic and vice versa for various courses delivered by former US military officers and Special Operations soldiers to the Lebanese Armed Forces, in the framework of the Comprehensive Training Program (CTP) developed by American Systems, in collaboration with the Lebanese Ministry of Defense.
(Letter of recommendation available upon request)

D.1. Name & Address of Employer: Software and Development Localization (SDL) – Kaslik, Lebanon

2. Date of Employment: March 2013 – Present
3. Exact Title of Post: Freelance Translator/Reviewer
4. Description of Duties: Freelance Translator and mainly Reviewer of software, technical, multimedia, legal and financial texts into Arabic.
 - Using required translation tools in the most effective way, especially with regard to SDL's language technology (SDL Trados Studio)

E.1. Name & Address of Employer: Lebanese Broadcasting Corporation International (LBCI) News Department – Adma, Lebanon

2. Date of Employment: July 2011 – February 2013
3. Exact Title of Post: Translator/TV interpreter
4. Description of Duties: Senior translator, editor, web news writer, on-call TV interpreter
 - Fast-paced workflow that demands precise translation of Arabic news articles into English and vice versa, as well as their production for web and mobile platform using the Lebanese National News Agency, Reuters, AP, AFP and other news agencies.
 - Monitor and contribute to LBCI's various social media platforms, reacting and responding to comments and questions from readers
 - Live TV Interpretation*(Letter of recommendation available upon request)*

IV – Conferences & Workshops (requiring simultaneous, consecutive or liaison interpretation)
(Full list available upon request)

October 21 → 26, 2019: *XVIII Summit of Heads of State and Government of the Non-Aligned Movement* (including the preparatory senior officials meeting), Baku – Azerbaijan (Arabic/English – English/Arabic)

October 14 → 16, 2019: **Judicial Juvenile Justice Workshop** – Supreme Court of Oman – Muscat, Oman. (Arabic/English – English/Arabic)

December 6 – 7, 2015: **“Hashtag Kuwait”, The First Social Network Conference**, organized by the Kuwaiti Ministry of Information under the patronage of H.E. the Minister of Information and Minister of State for Youth Affairs – Regency Hotel, Kuwait (Arabic/English – English/Arabic)

November 19 – 20, 2015: **The Annual Arab Banking Conference 2015, in its 20th session: Global Financial Access: The Roadmap 2015-2020**, conference held by the Union of Arab Banks – Phoenicia Hotel, Beirut (Arabic/English – English/Arabic)

February 25, 2014 → March 6, 2014: **United Nations High Commissioner for Refugees (UNHCR)** –Beirut, Lebanon. Liaison interpretation from English into Arabic and vice versa during in-depth interviews with Syrian refugees in Lebanon seeking asylum in Norway. (*Letter of recommendation available upon request*)

V - Workshops and Internships

- A. July 2010: Internship at the Lebanese Ministry of Foreign Affairs (*Letter of recommendation available upon request*)
- B. July 2011: Social Media Workshop at LBCI with Danica Kombol from “beEverywhere” Atlanta/LA/NYC/Everywhere
- C. August 2011: Social Media Workshop at LBCI with Ayman Itani, Digital Strategist, Media Professor at the Lebanese American University and founder & CEO of “Think Media Labs”

VI - Community Work

- A. September 2009: Volunteer at Jeux de la Francophonie – UNESCO (*Certificate of participation available upon request*)
- B. December 2009 – June 2012: Volunteer at Office of Students Affairs – USEK
- C. May 2012 –May 2013: Charity interpretation for the Medjugorje mass (online) – Podbrdo

VII - Skills:

1. Language Proficiency: Arabic, French, English, Spanish (Instituto Cervantes – DELE Intermediate certificate)
2. Computer Literacy: Word, Excel, PowerPoint, Trados
3. Certifications: KUDO-certified translator, sworn translator

VIII - Hobbies: Skiing, Kickboxing, Reading