

MARIA TSAKALIDOU

Personal info

Date of birth: 25/02/1991
Nationality: Greek
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Work experience

**Alphavitos
Thessaloniki
Greece**

Translator-Editor

03/2014 – present

- Translated various articles, marketing documents, legal documents, and other materials from German and English to Greek and vice versa, ensuring the translations were accurate.
- Interpreted dialogues and conversations from German to Greek.
- Providing clients with a grammatically correct, well-expressed final version of the translated text, usually as a word-processed document.
- Prioritizing work to meet deadlines.
- Maintained excellent client experience and promoted services all over the Internet in order to increase the client base.

Education

**Ionian University
Corfu
Greece**

Department of Foreign Languages, Translation and Interpreting

09/2008 – 12/2013

**Johannes
Gutenberg-
Universität Mainz
Germersheim
Germany**

**Fachbereich Translations-, Sprach- und Kulturwissenschaft-
Germersheim**

10/2011 – 03/2012

Skills

Languages

Greek	Native
English	●●●●●
German	●●●●●
Italian	●●○○○
Dutch	●●○○○
Greek Sign Language	●○○○○

Professional Skills

Microsoft Office	●●●●●
Writing Skills	●●●●●
Reading and Comprehension Skills	●●●●●
Cultural Knowledge	●●●●○
SDL Trados, Across	●●●●○
Subtitle Workshop	●●●●○

Interpersonal Skills

Accuracy	●●●●●
Communication Skills	●●●●○
Good Team Player	●●●●●
Multitasking	●●●●●
Time Management	●●●●●