Dina EL KASSAS

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http://www.dinaelkassas.com

PROFESSIONAL PROFILE

A highly talented Translator with huge experience in translating documents and other materials; deep track record of reading materials and rewriting them; following established rules pertaining to factors such as word meanings, sentence structure, text organization, grammar, punctuation; using translation and localization technologies.

Languages pair

- English to Arabic; Arabic to English
- French to Arabic; Arabic to French
- English to French; French to English

Core Competences

- Translation • Computational linguistics • E-learning engineering and management
- Educational technologies • Knowledge mediation • Foreign languages acquisition

Translation domains

- Journalistic / politics / publishing / sports / media / broadcasting / history / geography / tourism / instructions / manuals / Linguistics / Education / training
- Technical / IT / communications / internet / multimedia / computers
- Certificates / diplomas
- Business / banking / real estate / insurance and financial services
- Medical / hospitality
- Advertisement / marketing / agriculture / arts / automotive / financial / economics
- Cooking /food / beverages / fashion / clothing / health and beauty
- Film / theatre
- Psychology / psychiatry / social sciences / religion

Working hours

- Five hours per day • Three days per week

PROFESSIONAL EXPERIENCE

Faculty of languages and translation – Minya University, Minya, Egypt – 1998-Present

ACADEMIC STAFF

Serve as Assistant lecturer then lecturer and now as Assistant Professor in the French department.
Coordinator of the Quality Assurance Committee.
Member of the Translation Unit.

Teach French-Arabic translation, translation technologies, introduction to linguistics, syntactic theories, discourse analysis, business French, French grammar and phonetics and Arabic syntax. Research in French-Arabic contrastive syntactic analysis. Translate in the translation Unit of the faculty.

Key contributions as a professional translator

➢ Translation of documents such as administrative documents, certificates and diplomas, contracts, reports, brochures, correspondence.
➢ Interpreted at the faculty international conference.
➢ Revision and proofreading.
➢ Describing the faculty's quality assurance policies for foreign languages acquisition and translation courses.

<center>OTHER EXPERIENCE</center>

Other experience includes

– Educational Manager, Center of multimedia resources and self learning – French University in Egypt – Feb 2008 – July 2008

– Animator of seminar on computer-aided tools and a workshop on using *Wordfast* as a translation memory tool – French cultural center in Cairo – Jun 2008

– Subtitling of documentary from Arabic into French, Agence capa television – Jan. 2005

EDUCATION

Master in E-learning Management • Paris 3 – Sorbonne Nouvelle University, France

PhD in Formal and computational linguistics • Paris 7 – Denis Diderot University, France

Master in French language and Education • Grenoble 3 – Stendhal University, France

MPhil in French linguistics • Ein Shams University, Egypt

Bachelor in French language and translation • Ein Shams University, Egypt

Diploma in Assistance and Management • Information Technology Institute, IDCS, Egypt

External evaluation of higher education institutes • NAQAAE, Egypt

<center>LINGUISTIC COMPETENCES</center>

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Arabic • Mother tongue

French • Effective Operational Mastery

English • Effective Operational Proficiency

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<center>COMPUTER COMPETENCES</center>

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Website development • Markup languages (XHTML, XML,CSS), Javascript, softwares : FrontPage, Dreamwaver and Kompozer

Graphics design • GIMP and Photoshop

Microsoft Package • Word, Excel, Power Point, Access, Publisher

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E-learning • Data base management (PHP/MySQL, Access), Educational platforms (Moodle, WebCT/Blackboard and ATutor), Object Learning and Metadata (Reload, LomPad)

Languages industry • Functional and logic Programming languages (Perl, Prolog), Computer-aided translation (Wordfast, SDL Trados suite, Similis), Ontology editor (Protégé), Lexical Markup Framework standard, linguistic platform (Nooj)

QUALIFICATIONS

- Thirteen years of Translating document experience.
- Superb command of idiomatic French and Arabic language and grammar.
- Extensive knowledge of vocabulary in both languages.
- Extremely high level of fluency in Arabic and French as well as command of English.
- Ability to edit and review other translations.
- Sound interpreting skills.
- Excellent computer skills.
- Uncommon ability to work independently to solve problems while demonstrating good organizational skills.
- Unmatchable willingness and skills in research activities.
- Ability to work in a team environment.

PROFESSIONAL ASSOCIATIONS AND CREDENTIALS

- **Associate Researcher** – Modyco laboratory – Paris X University – France

- Member of the Egyptian National Quality Assurance and Accreditation of Education Committee for fixing National Academic Reference Standards (NARS) for Bachelor Degree in languages and translation faculties

- Association for Natural languages processing (ATALA), France

- Association of the Master AIGEME, France

- Association of Egyptian computational linguists, Egypt

- Foundation of technological and human development, Egypt

- Cairo linguists group, Egypt