

# Europass Curriculum Vitae

## Personal information

First name(s) / Surname(s) **Nardina Alongi**  
Address Terofalstrasse 103, 80689 München  
Telephone(s) 089-72609739  
E-mail(s) Nardina.alongi@yahoo.de  
Nationality German, French  
Date of birth 23.06.1969  
Gender Female

## Desired employment / Occupational field

**Translator English/Dutch/German,/Swedish/Norwegian**

## Work experience

Dates	1.1.83 - 31.12.89
Occupation or position held	<b>Translator</b> English/French to German, Dutch, Swedish Freelancer
Main activities and responsibilities	Translations from English/Swedish to German/Swedish in the fields of philosophy, social science, politics, literature, economics, law and technology/IT, medicine
Dates	1.1.90 - 30.4.99
Occupation or position held	<b>Manager</b> of a full-time language school for adults
Main activities and responsibilities	Organisation of the processes of a language school with language and business classes leading to professional diplomas (Commercial Correspondents, European Secretaries etc.)
Name and address of employer	Euro-Schulen 10/Nagelstraße, D-54290 Trier (Germany)
Type of business or sector	Education
Dates	1.5.99 - 31.7.01
Occupation or position held	<b>Teacher</b> of English/Swedish and German, Freelancer
Main activities and responsibilities	Teaching English/Sweish and German at different schools and places
Dates	1.8.01 - 31.3.08
Occupation or position held	A levels teacher of English, politics/social studies and geography at state schools
Main activities and responsibilities	Teaching and taking A levels examinations at German state schools
Name and address of employer	Gymnasium Saarburg 72/Graf-Siegfried-Straße, D-54439 Saarburg (Germany)
Type of business or sector	Education
Dates	1.4.08 → today
Occupation or position held	<b>Translator</b> , Freelancer
Main activities and responsibilities	Translating English/Swedish, Norwegian to German, French, Dutch Proofreading/Reviewing

## Education and training

Dates	1.10. - 30.9. 09
Title of qualification awarded	Translator English/Swedish, Norwegian to German, French, Dutch (target)
Principal subjects / occupational skills covered	
Name and type of organisation providing education and training	University of Georgia USA
Level in national or international classification	BA Applied Languages
Dates	1.10. - 30.11. 10
Title of qualification awarded	A levels teacher university studies of English, politics and geography
Principal subjects / occupational skills covered	University studies of English, French, politics/philosophy, and geography incl. the 1st and 2nd state examination as a German A levels teacher and also as a half professional 'student teacher' for 18 months
Name and type of organisation providing education and training	
Level in national or international classification	
Dates	1.10.2020 - 28.2.2023
Title of qualification awarded	Part-time contractor Lufthansa Frankfurt Certified court translator Munich, Germany Part-time translator Amazon
Principal subjects / occupational skills covered	
Name and type of organisation providing education and training	
Level in national or international classification	

**Personal skills and competences**

Mother tongue(s) **German, French**

Other language(s) **Dutch, English, Italian, Spanish**

Self-assessment  
*European level (\*)*

**English**

**Dutch**

**Spanish / Castilian**

**Italian**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
A2	Basic user	B2	Independent user	B1	Independent user	A2	Basic user	A2	Basic user
A2	Basic user	B1	Independent user	A2	Basic user	A1	Basic user	A1	Basic user

(\*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences Teamwork, mediating and intercultural skills on a high level because of long-term work as a manager of an international full-time school

Organisational skills and competences Organization of an institute with 40 full-time employees as the manager of all business departments

	and the developer of all programmes
Technical skills and competences	Trados 2015, WordfastPro
Computer skills and competences	MS Office, OpenOffice
Artistic skills and competences	Writer of non-fiction and short fiction texts and books
Other skills and competences	Tennis player and active in sports
Driving licence(s)	A1, C1, B, B1, BE
<b>Additional information</b>	<p><b>Published books in German</b> (all published by German publishing houses like Reclam, Cornelsen etc.):</p> <ol style="list-style-type: none"> <li>1 Sociological Theories and Social Geography, 480pp./1988</li> <li>2 The Regional Policy of the European Union, 280pp./1995</li> <li>3 The Regional Structure of a European Region, 80pp./1997</li> <li>4 Societies, Spaces, Geographies, 100pp./1998</li> </ol> <p>5-9 Literary Keys on Huxley's Brave New World, Bradbury's Fahrenheit 451, Miller's Death of a Salesman, Williams' Streetcar Named Desire and Orwell's Animal Farm/all from 2005-2011</p> <p><b>Published books in English</b> (Cornelsen):</p> <ol style="list-style-type: none"> <li>1 Editor of Huxley's Brave New World/2007</li> <li>2 Teacher's Manual to Huxley's Brave New World/2008</li> </ol>
<b>Annexes</b>	<ol style="list-style-type: none"> <li>1 Publisher of several scientific articles and book reviews with an emphasis on Europe and politics/social sciences/social theory</li> <li>2 Some of my translations were published in famed journals, e.g. a 20pp. article by Raymond Williams on cultural theory</li> </ol> <p><b>Recent Translations:</b></p> <ol style="list-style-type: none"> <li>1 Politics: Videogame about the Presidential election campaign in the U.S. 2012, 26,000 words; Press releases of the Luxembourg Presidency of the European Union, 50,000 words</li> <li>2 Business: Website of a mystery shopper company, 12,000 words; Compliance policies of several big companies, 100,000 words</li> <li>3 Finance: Daily finance reports, 60,000 words; Balance sheet, 50,000 words; Financial Game "Cashflow", 29,000 words</li> <li>4 Law: Contract of a sports club with a sponsoring agency, 2,900 words</li> <li>5 Technology/IT: Manual of a ship radar, 35,000 words; marketing and IT concept of an IT start-up, 22,000 words</li> <li>6 Geography/Tourism: Official Guide of Westminster Palace in London, 29,000 words</li> <li>7 Literature: Biography of a famous electrical engineer from China, 200,000 words (proofreading and translation); American Thriller, 120,000 words</li> <li>8 Social Science: Essays of a conference on Max Weber, 29,000 words</li> <li>9 Culture: Essay by Raymond Williams on Culture, 13,000 words</li> <li>10 Sports: Website of a first division basketball club, 11,000 words; book about football, 290,000 words</li> <li>11 Logistics: Management manual for training, management, procedures, transport, organizing, warehouse administration of a big company, 100,000 words</li> <li>12 Medicine: Manual of a medical device, 74,000 words</li> <li>13 Subtitling: Videos of a master course in online marketing, 70,000 words</li> <li>14 Philosophy: Several Books about philosophy, 200,000 words</li> <li>15 Education: E-learning manual of a big automotive company, 44,000 words; European Union concept of small child education, 11,000 words</li> <li>16 Transcriptions of long and stressing meetings with many participants</li> <li>17 Post-editing of articles on big online platforms, 200,000 words</li> <li>18 Games translation and testing; e.g. of a new table game called Cashflow, 40,000 words</li> <li>19 Book about psychology, 80,000 words</li> </ol>

Lecturer at the University of Trier from 1991 to 2000, Department of Social and Cultural Geography, second job, 16 compulsory seminars