

KATIA ONEISSI

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Born: March 28, 1966

Nationality: *Lebanese*

EMPLOYMENT

Nov 1992 - June 93 **Prime Minister Foreign Press Bureau**

In charge of the daily press review consisting in the translation into Arabic of articles published in the major foreign newspapers.

Jan 1994 - May 2019 **Freelance Translator**

For the last 20 years, I have been providing translation services from and into, **Arabic, English and French** to large prestigious private and governmental clients such as the **French Ministry of Foreign Affairs**, the **World Bank** and various **United Nations organizations** all over the world.

UN Experience

I have signed several contracts with the UNDP Office in New York in charge of the *Global Support Program*, including annual contracts for the translation of a series of reports, newsletters and other documents, including "*the NCSA Resource Kit*" from English into Arabic and French (available on the internet).

The Democratic Governance Group in Oslo entrusted me with the translation of "*the Communication for Empowerment Practical Guidance Note*", from English into Arabic as well as with the "*Indicateurs de Gouvernance: Guide de l'Utilisateur*" from French into Arabic.

The United Nations Department for Economic and Social Affairs (UNDESA) entrusted me with the translation of the "*Macroeconomic and Growth Policies Note*" from English into Arabic, with the proofreading of the French version of this document, as well as with the proofreading of another background note in French "*Politiques d'Investissement et de Technologie*".

My experience and the quality of my services are recognized. This recognition is the result of a desire to always keep the highest quality standards for all of the translation/localization services provided. I also offer **Desktop publishing services** in order to deliver translations according to the clients' specific instructions, in the same layout of the source document or format (Word, InDesign, PDF).

Feel free to send me few pages for translation as a test to assess the quality of our service

I can be reached through the following:

Tel: (961) 3 399 109/ E-mail: katia.oneissi@gmail.com

EDUCATION

June 1985 **NOTRE DAME DE JAMHOUR, Jesuit College**, Beirut, Lebanon
French Baccaalaureate, A Category.

Oct 1985 - June 1986 **ISTI, Brussels, Belgium**
Translation classes in French and Spanish

Oct 1986 - June 1989 **SAINT JOSEPH UNIVERSITY**, Beirut, Lebanon
Translation Degree in Arabic, French and English

Sept 1989 - June 1990 **Institut National des Langues Orientales**, Paris, France
Translation Degree in Arabic, English and French

SKILLS

Totally fluent in **ARABIC, ENGLISH and FRENCH**
Knowledge of *Word, Power Point, Excel, SDL Trados, InDesign*

MEMBERSHIP IN RECOGNIZED PROFESSIONAL ORGANISATIONS

Member of **AITC** (Association Internationale des Traducteurs de Conférence) - Geneva

Member of **SFT** (Société Française des Traducteurs) - Paris