Diana DAGHER

76, Badawi St. Zouk Mosbeh, Lebanon

Cell phone: 70907959

Email: diana.dag@hotmail.com

**QUALIFICATIONS**:

- Polyglot: Arabic, French, English, Spanish

- Serious, motivated and hard worker

- Great communication skills

- USEK alumni group

**EDUCATION**

2008-2011 BA in Translation from the Holy Spirit University at Kaslik

 Diploma title: *License en Langues Vivantes et Traduction*

2007-2008 Lebanese Baccalaureate Part II – Humanities

 From St Joseph School

**WORK EXPERIENCE**

2008-2010 - TSI Telesupport - Telemarketers Section-Bank Audi call center – Jal el Dib

 In charge of the communication with worldwide English Speaking Clients

 Hewlet Packard, HP- Sales Jal el Dib

- Customer service operator at Bank Audi call center Bsalim. In charge of promotion of new offers for Arab Countries and of the closing deals with partners.

2008-2011 English and French Teacher at SAS (Slaiby After School) for 5 years old students to 10 years old.

2009- 2012 **Freelance Translator**

Translation and proofreading for cinema directors of documentariesfrom Arabic into English and French

Translation and proofreading of documentaries on Catholic Icons for the Lazarist Order from Arabic into Englsih and French

**Ipacts LLC**

Assisted in the translation of legal documents from Arabic into English for Law firms in London-Great Britain and Dublin- Ireland.

Assisted in the translation of “Les Mémoires de Soeur Lucie” from English into Arabic for a Religious order at Fatima – Portugal

**COMPUTER SKILLS**

 Microsoft Office: Word, Excel, PowerPoint

**HOBBIES**

 Swimming, Reading, Writing, Dancing,Music