

German as a foreign language at pre-intermediate level.

Sept. 2000 - June 2001

Trainee Teacher at A-level as part of the teacher training at the Institute of Education, University of London. Central Foundation Girl's College, London, and Saint Mary's High School, London, England.

1998 – 2000

In Markets.com, London, England.

Consultant in the area of online finance courses, which included the writing and translation of finance texts, and the use of Flash design.

1998

Prof. Darren Leader, London, England.

Research assistant on early German psychoanalytic texts.

1997 – 1998

Dept. of Philosophy, University of London.

Secretary, part-time: Coordination of part-time teaching, development of a new library system, and internal finances.

1996 – 1997

QVC Television, London, England.

Translator and editor: Translation of TV-scripts and guide-lines from English into German as well as editing of final product descriptions.

1994

Steinpromotion, Hamburg, Germany.

Accountant and controller: Processing of promotion payment system.

1993 – 1994

Criss Corp., Toronto, Canada.

Accountant and manager: Handling of complete set of books, preparation government remittance returns, and supervision of operation of computerized inventory management systems.

Languages

German, English, French, Italian, Spanish, Greek.

Awards

2004 Scholarship for outstanding academic achievement from St. Michael's College, Vermont.

Oral Examination

2003 – present Goethe Institut, Athens, Greece, for Zertifikat, Mittelstufe, Kleines Deutsches Sprachdiplom, and Grosses Deutsches Sprachdiplom.

2002 – present Hellenic American Union, Greece, for BCCE, ALCE, ECCE, and ECPE.

Multimedia projects

2001 Production of CD-ROM for film students, University of London, England.

2002 Production of website for Kyttea Foreign Language Center (www.kytteafl.gr).

Publications

Downey, N / Robbs, M. / Dubielzig, M (2005). *BCCE Practice Tests*, Hellenic American Union.

WebCase #2 (2006) www.press.umich.edu/esl/compsite/teachspeak/ch3.pdf, University of Michigan

Seminars and conferences attended

June 1 – 4, 2004 Training in item development for language specialists organized by CITO.

March 20 -21, 2004 Looking Back & Looking Forward: 25 years of TESOL Greece, Hellenic American Union, Athens.

Nov 2001 9th World Congress of Applied Linguistics, Thessaloniki-Halkidiki, Greece.

Professional association

2004 – 2005 Member of Board TESOL Greece.