

Rr. Kongresi i Lushnjes,
Pall. 37,
Shk. 2, Ap. 24,
Tirana,
Albania

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Orian Çuko

Personal information

Date of birth: 04 March 1980
Place of birth: Libofshe, Fier, Albania
Residence: Rr. Kongresi i Lushnjes, Pall. 37, Shk.2, Ap.24, Tirana, Albania
Native Language: Albanian

Education

1998-2002 Faculty of Foreign Languages, University of Tirana, Tirana, Albania
Specialist of English language

- Advanced English language skills
- English grammar and linguistics
- English literature and history
- British and American variants

1994-1998 English Department, Pedagogical High School "Pandeli Sotiri", Gjirokaster, Albania
Diploma

- English language and grammar
- Albanian language and literature
- Social sciences

Professional experience

March 2003 HI Albania Tirana, Albania
Translator - Administrative Officer

- Prepare and translate from English to Albanian and vice-versa all office documentation, materials, presentations, legal documents, etc
- Interpret in courses, meetings, conferences, workshops organized by HI Albania and accompany foreign persons during visits to Albania.
- Provide full administrative support for HI Albania

Oct. 2002-Mar. 2003 Albanian Telegraphic Agency Tirana, Albania
Journalist (Political Desk)

- Write news articles and analytical reports
- Search opinions and conduct interviews with political personalities on the latest developments

Aug. 2002-Aug. 2003 Arberia Television Tirana, Albania

Translator (Film Department)

- Translate film and documentary subtitles (and spoken language) from English to Albanian language
- Perform proofreading of translations

Nov. 2000-Oct. 2002 Albanian Telegraphic Agency Tirana, Albania

Translator/journalist (International News Desk)

- Translate news articles and reports from English to Albanian language
- Select main news articles and reports from Reuters and DPA news agencies
- Transcript and translate main articles on latest events in the region (Balkans)

Oct. 1998-Dec. 2000 Albanian Orthodox Church Fier, Albania

Teacher of English language (Youth Education Center)

- Teach English language to members of the Youth Education Center
- Prepare appropriate level English lessons to children of different ages

Extra qualifications

Jul. 2003 Driving License

Dec. 2002 Certificate by Superior School of Journalism of Lille for participation in the training workshop of political journalism in Albanian Telegraphic Agency

October 2000 Universe Computer Center Training Certificate
- Windows '98
- Microsoft Word 2000
- Microsoft Excel 2000

Working Method

Windows XP Pro, Office 2003 (including Publisher 2003), Pentium 4
Trados Freelance
Cute FTP
Adobe Acrobat Pro

Daily Output

3500 words per day

Awards received

27 March 1998 "The Best Speaker in the National Theatrical Competition of Foreign Languages Schools in English
Certificate awarded by AEDP