

# Curriculum Vitae

## Karin Ioannou-Naoum-Wokoun, M.A.

English · French · German · Spanish · Modern Greek

Place of Birth: Vienna/Austria

Nationality: Austrian

### ACADEMIC BACKGROUND, TRAINING AND QUALIFICATIONS

M.A. in Romance Languages and English/American Studies,  
University of Vienna, Austria

Certificate of Proficiency in English, Ann Arbor, Michigan University, USA

2009: Intercultural Competence in English, WIFI Austria: Training Centre of the Austrian Chamber of Commerce

2007: Further Education Programme for Trainers: Cultural Diversity, WIFI Vienna: Training Centre of the Viennese Chamber of Commerce

2005: Prof. Samy Molcho: Body Language, WIFI Management Line, WIFI Vienna

2005: Invitation by the University of Cambridge/ESOL Examinations: Training for Language School Representatives, on behalf of WIFI Vienna

2001: Further Education Programme for Lecturers at Universities of Applied Sciences: Supervision of Dissertations, University of Applied Sciences for Banking and Finance

2000: Teachers' Training: Teaching Business English, WIFI Austria

1998: Graduation as Qualified Trainer for Dyslexic Students, ÖBVLAustrian Federal Association for Dyslexia

1997: Further Education for Trainers: Educational Games, Teaching Adults 1-5, Video-training for Lecturers, WIFI Vienna

1991: Course for Experienced Teachers of English in Adult Education, International Teacher Training Institute, London, UK



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## PROFESSIONAL ACTIVITIES

### ● LANGUAGE TRAINER / INTERPRETER

Selection of current and recent assignments

Language Coaching in English, French and German for Members of Supervisory Boards, Boards of Executives, CEOs, Managing Directors as well as top executives of national and international enterprises, such as ERGO Insurance, DIEHL Metering/Vienna, CRH/Quester, Raiffeisen Bank, Austrian Constitutional Court, C/O/N/E/C/T/A Management Consulting, IKEA, Procter&Gamble, Baumax, Weidmüller, European Patent Office, Banner, Kathreinbank, Volksbank, Springer Publishing, Tecton Consult, Minerva, Böhlau, Logica CMG, Acentic, WGKK (Vienna Health Insurance)

Language Coach for Ministers, senior officials, diplomats, jurists, auditors, medical doctors, architects, management consultants, bankers, creative artists

Trainer for Intercultural Seminars for Omani exchange students in Austria  
for OeAD (Austrian Agency for International Mobility and Cooperation in Education, Science and Research)

Trainer for Intercultural Conflict Management  
for R-IT Executives (Raiffeisen Informatik GmbH)

Interpreter for Business Negotiations and Translator  
of speeches, presentations (BMI - Austrian Ministry of the Interior, ERGO, DIEHL Metering/Vienna, CRH/Quester, IKEA, WGKK), contracts (ERGO, IKEA, Cisco), manuals (DIEHL Metering/Vienna, Intermarket), TV-films (for ORF) and books, such as: Maximilian Edelbacher (editor): Organised Crime in Europe (published in German as: Organisierte Kriminalität in Europa), Linde Publishing House/Vienna, and: Focus on Ceramics/Brennpunkt Keramik: University of Applied Arts/Vienna

English/French Trainer for all levels in the following fields:  
Cambridge Certificate Courses (FCE, CAE, CPE, BEC, ILEC), Grammar Crash Courses, Pronunciation Courses, Business English, Job-related Courses, General Courses on all levels, Courses for the Viennese Job-Centre at WIFI Vienna

English Trainer for In-House Trainings  
Lauda Air/Fly Niki, Intermarket, Siemens, Prater Academy for WIFI Vienna

Course Director for Language Courses at WIFI Vienna, in charge of the selection and further education of language teachers, teacher allocations, choice of teaching materials

English Trainer and Examiner at Wilhelminenspital:  
Training Centre for Nurses/Vienna Council

Teachers' Trainer and Examiner for English at the Austrian Ministry of the Interior

### ● LANGUAGE STUDY TRAVELS AND INDIVIDUAL TOURS

#### ENGLAND/FRANCE

#### JORDAN

In cooperation with Muhammed Abkayet Nawafleh, Petra/Jordan  
Amman - Jerash - Ajloun - Mukhawir - Umm Ar Rasas - Madaba - Mount Nebo - Dead Sea - Aqaba - Petra - Wadi Rum

#### OMAN

In cooperation with Khalfan Salim Said Al-Ghusaini, Muscat/Oman  
Muscat - Nizwa - Sur - Wahiba Sands  
Wadis (Wadi Al-Amqat, Wadi Bani Khalid, Wadi Bani Awf, Wadi Shab, Wadi Tiwi)  
Forts/Castles (Al Hazm, Bahla Fort, Jabreen Castle, Nakhl Fort)  
Mountains (Jebel Akhdar, Jebel Shams)  
Al-Hamra - Berkat Al-Mouz - Meteorite Sink Hole - Misfah - Turtle Beach  
Salalah & Musandam upon request

## COOPERATIONS

Since 2009: Cooperation with Dr. Martin Helmuth Ruelling M.E.S.:  
**Business by Cultures: Cultural Translation and Language Consulting**  
[www.businessbycultures.org](http://www.businessbycultures.org)

2007 - 2015: Cooperation with Darim Timimi:  
**Medical English for medical doctors and nurses**

Since 2001: Cooperation with Manuel Martínez-Expósito M.A.:  
**Bridging Processes: Cross-Cultural Engineering**

## PUBLICATIONS

### BUSINESS PHRASES FOR PROFESSIONALS

(MANZ Verlag 2016, Karin Ioannou-Naoum-Wokoun, Martin Helmuth Ruelling)

### BUSINESS PHRASES FOR LAWYERS

(MANZ Verlag 2015, Karin Ioannou-Naoum-Wokoun, Martin Helmuth Ruelling)

### ÖSTERREICH AUF ARABISCH

A travel guide and cultural history book in Arabic and German

(2012, Karin Ioannou-Naoum-Wokoun, Martin Helmuth Ruelling)

### PHRASES FOR RECEPTIONISTS AND WAITERS/WAITRESSES

How to communicate professionally in a hotel

A survival booklet in English, Spanish, French, and German

(2015, Martin Helmuth Ruelling, Karin Ioannou-Naoum-Wokoun, Danaé Ioannou-Naoum)

### THE EUROPEAN UNION: : HISTORY, INSTITUTIONS, LAW, POLITICS

IN GERMAN, ENGLISH, FRENCH AND SPANISH

(2014, Karin Ioannou-Naoum-Wokoun, Martin Helmuth Ruelling)

### COLOMBIA UNCENSORED

(2015, Martin Helmuth Ruelling, Karin Ioannou-Naoum-Wokoun)

## LIST OF REFERENCES

ARCHITEKTEN am Graben

Bernhard Gottlieb University - Head of the Orthodontics Department

BMI / Ministry of the Interior / Home Office - Minister, Executive Level

Burgtheater Wien / Imperial Court Theatre - Artistic Director

CRH/Quester - Head of Procurement

Diehl Metering Vienna - CEO

ERGO Insurance - Board Members, Proxies

Greek-Orthodox Metropolis of Austria - Metropolit

R-IT - Executive Level

State Government of Lower Austria - Governor Deputy

Verfassungsgerichtshof / Constitutional Court - Chief Executive Director

WIFI Wien - Director

Wilhelminenspital / Training Centre for Nurses - Principal

**ARCHITEKTEN** am Graben



**BM.I**

**Burg**



**DIEHL**  
Metering

**ERGO**

