

# CURRICULUM VITAE



## PERSONAL INFORMATION

Surname, First name	<b>MERKAJ LEDINA</b>
Address	Lagjia "15 Tetori", Rruga "H.Xhelo" ,Vlorë, Albania.
Mobile	+355 (0)696197875
E-mail	ledina_merkaj@hotmail.com
Nationality	Albanian
Date of birth	22 September 1980
Gender	Female

## WORK EXPERIENCE

<b>Dates</b>	October 2011- present
<b>Occupation or position held</b>	<b>Lector in Translation Studies</b>
<b>Main activities and responsibilities</b>	Integrating and using different techniques in translating several texts.
<b>Name and address of employer</b>	University of Vlore (Albania) Faculty of Human Sciences Department of English language and culture
<b>Dates</b>	June 2010 – October 2011
<b>Occupation or position held</b>	<b>Project Coordinator</b>
<b>Main activities and responsibilities</b>	Coordinating the work and a 6-persons working team for the participatory preparation of a 15 years Strategy regarding the Children and Youth of the Vlorë Region; organizing meetings and conducting various training and workshops
<b>Name and address of employer</b>	United Nations Children's Fund, Tirana Office, Rr. Skenderbej, Volkswagen Bid, 3 <sup>rd</sup> floor, Tirana, Albania
<b>Dates</b>	February 2010 – 2011
<b>Occupation or position held</b>	<b>Project Unit Accountable Manager</b>
<b>Main activities and responsibilities</b>	Develop project proposals, organize and conduct training, manage and coordinate projects' implementation, manage and coordinate the Project Unit team, liaise with international bodies such as of E.C, UNICEF, UNDP, etc.
<b>Name and address of employer</b>	Regional Council of Vlorë, Sheshi "4 Heronjtë", Vlorë, Albania
<b>Dates</b>	October 2003 – July 2009
<b>Occupation or position held</b>	<b>Ass. Professor</b>
<b>Main activities and responsibilities</b>	Teaching English in the Faculty of Law
<b>Name and address of employer</b>	University of Vlorë " Ismail Qemali" , Rruga Vlorë –Skelë, Sheshi

employer	Pavarësia, Vlorë, Albania
Dates	September 2008 –
Occupation or position held	<b>Translator</b> (part time)
Main activities and responsibilities	Translate various project documents
Name and address of employer	Youth Center – Vlora, Pallati I Kulturës “Labëria” Kati II, Vlorë, Albania
Dates	November 2004 – July 2009
Occupation or position held	<b>Social/Psychological counselor</b> (part time)
Main activities and responsibilities	Observing teenagers’ behavior, establish a supportive environment and provide advice in groups or in one-to-one basis to family or school related problems, self esteem, etc.
Name and address of employer	Secondary School “Rilindja”, Lagjia “Osmen Haxhiu”, Vlorë, Albania
Dates	September 2004 – November 2005
Occupation or position held	<b>Interpreter</b> (part time)
Main activities and responsibilities	Interpret in numerous training and workshop organized by Red Cross Albania
Name and address of employer	Red Cross Albania – Vlora branch, Lagjia “I.Boletini”, Vlorë, Albania

## EDUCATION AND TRAINING

Dates	March 2011- present
<b>Doctorant in Translation Studies: Thesis in Strategy of translating and promoting in the tourism communication</b>	
Dates	June 2011
Title of qualification awarded	<b>Development Expert</b>
Principal subjects/occupational skills covered	Strategic communication, Researching techniques, International development, Fund raising and Project preparation in the framework of the European Union, Project Management, etc
Name and type of organisation providing education and training	Human Development Laboratory in the framework of the International School of Development, organized by the Ministry of Education in partnership with UNOPS and UNDP/ARTGOLD2, University “Ismail Qemali” and University “Pavarësia”
Dates	April 2006-March 2008
Title of qualification awarded	<b>Master in Translation</b>
Principal subjects/occupational skills covered	Research in literature translation. Profound knowledge on Literature Translation
Name and type of organisation providing education and training	University of Tirana University, Faculty of Foreign Languages, English Language Department
Dates	April 2006 – November 2013
Title of qualification awarded	Certificates of participation in various International Conferences In Vienne, Rome ,Tetovo, London, Brussels ”

<p>Principal subjects/occupational skills covered</p> <p>Name and type of organisation providing education and training</p>	<p>Speech holder</p> <p><i>University UEJL Tetovo, Macedonia</i> <i>American University of Rome, Italy</i> <i>American University of London</i></p>
<p>Dates</p> <p>Title of qualification awarded</p> <p>Principal subjects/occupational skills covered</p> <p>Name and type of organisation providing education and training</p>	<p>July 2003</p> <p>Bachelor in Foreign Languages; Teacher and Translator of English Language</p> <p>Profound knowledge of British culture and language</p> <p>University "Ismail Qemali", Vlorë, Albania</p>
<p>Dates</p> <p>Title of qualification awarded</p> <p>Principal subjects/occupational skills covered</p> <p>Name and type of organisation providing education and training</p>	<p>October 2009</p> <p>Training Certificate</p> <p>English Culture in Albanian University</p> <p>University of Tirana</p>
<p>Dates</p> <p>Title of qualification awarded</p> <p>Principal subjects/occupational skills covered</p> <p>Name and type of organisation providing education and training</p>	<p>February 2009</p> <p>Training Certificate</p> <p>Women empowerment on decision making process</p> <p>Youth Center of Vlorë</p>
<p>Dates</p> <p>Title of qualification awarded</p> <p>Principal subjects/occupational skills covered</p> <p>Name and type of organisation providing education and training</p>	<p>November 2004</p> <p>Certificate of proficiency on Italian Language</p> <p>Acquaintance with Italian culture and language</p> <p>University of Tirana , Faculty of Foreign Languages ,Italian Language Department</p>
<p>Dates</p> <p>Title of qualification awarded</p> <p>Principal subjects/occupational skills covered</p> <p>Name and type of organisation providing education and training</p>	<p>September 1999</p> <p>High School Diploma</p> <p>Acquisition of theoretical and practical knowledge in general subjects</p> <p>High School "Ali Demi", Vlorë</p>

**PERSONAL SKILLS AND COMPETENCES**

**MOTHER TONGUE** Albanian

## OTHER LANGUAGES

## ENGLISH

Italian

	Understanding		Speaking		Writing	
	Listening	Reading	Spoken interaction	Spoken production		
English	excellent	excellent	Excellent	Excellent	excellent	
Italian	very well	Very well	well	well	Very well	

**SOCIAL SKILLS AND COMPETENCES**

Highly motivated at work, creative, persistent, result oriented, with strong communication skills.

**ORGANISATIONAL SKILLS AND COMPETENCES**

Well organized, good team player and team leader

**COMPUTER SKILLS AND COMPETENCES**

Good Computer commands, good knowledge of Internet navigation and Microsoft Office programs

**PUBLICATIONS**

**Publication** in: Scientific Journal Nr.12, of "Ismail Qemali" University of Vlora " **Albanian Writing in the Latin alphabet and the Congress of Manastir** " .

**Publication** in : Scientific Journal Nr.13, "Ismail Qemali" University of Vlora " **Some features of the English translation of poetry and literary translation problems** "

**Publication and translation of Vlora Album "VIEWS AND VALUES IN CONTINUITY" 2010**

**Leader compiler** in **Regional Strategy for Children (donating by UNICEF (2010-2013))**

**Translation expert** in **Regional Development Strategy of Qarku Vlore** , UNDP ,(2010-2013)

**Publication** in Proceedings of International conference in Tirane (1-2 June 2012 (Bulletin)Topic of the article: **CULTURAL IDENTITY STANDARDIZATION INTO INTERCULTURAL COMMUNICATION** (co-authors E.Celo, E,Cerkezi) *ISBN: 978-9928-07-164-4*

**Publication** in Proceedings of International Interdisciplinary conference ,Vlore (28-29 November 2012) Topic of article: **Cultural property rights and identity in globalisation" Think global , act local"** (co authors) V.Hajrulla, Z.Alimemaj. *ISBN: 978-9928-4000-2-4*

**Publication** in Proceedings of Conference of the International Journal of Arts and Sciences (IJAS);Topic of article: **Text as an authentic mean of cultural identity in tourist communication** *ISSN: 1943-6114 Volume 06, Number 01(2012)*

**Publication in IJAS in Vienne, Austri (April 2013 )**  
Topic of Article : **Tourism Language, Difficulties in Transaltion..(in process)(2013)**