

Name: Khalida Radaideh

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Current Residency: Jordan – Amman

Nationality: German / Jordanian



EXPERIENCE

German Jordanian University, Amman: Acting Director – Presidential Office

January 2022 – Present

German Jordanian University, Amman: German language lecturer at the German Language Center

October 2021 – Present

German Jordanian University, Amman: *Dean Assistant for Quality Assurance* at the School of applied Humanities and Languages

February 2019 – September 2021.

German Jordanian University, Amman: *Research and Teaching Assistant* at the School of applied Humanities and Languages

August 2015 – September 2021

American British Center, Irbid: *English Language lecturer & Translator*

December 2012 - June 2015

EDUCATION

Masters in Translation and Interpretation (Arabic - English) from Yarmouk University, Jordan – Irbid, February 2021. GPA (V. Good)

Bachelor in Translation and Interpretation (Arabic - English) from Yarmouk University, Jordan – Irbid, February 2015. GPA (Excellent)

High School: Irbid/ Jordan

Elementary School: Germany/ Frankfurt

AWARDS

- Certified Translator and member at the Jordanian Translators' Association.

Courses and Certificates

- A qualified teaching training "Arabic as a foreign language", German Jordanian University.
- Fortbildungsseminar "Methodik und Didaktik für Deutsch als Fremdsprache", Goethe Institute-Amman.
- "Lead Implementer Training Course ISO 9001: 2015" in cooperation with Societe Generale de Surveillance and German Jordanian University.
- International Diploma in IT skills, Talal Abu-Gazaleh Organization.
- Certified Post-editor by SDL Trados
- Designing the future as a team – HR workshop", in cooperation with Ostbayerische Technische Hochschule and German Jordanian University.
- Vocational training session for GJU Content Editors
- Communication Skills Course, Yarmouk University.

Projects:

- Official Translator at EDU-SYRIA project 2022 - Present
 - Participated at the "Transnational Higher Education" project in cooperation between Hamburg University, Germany and the German Jordanian University, Amman-Jordan 2021.
 - Participated at the "Transnational Higher Education" project in cooperation between Hamburg University, Germany and the German Jordanian University, Amman-Jordan 2020.
 - Translated part of the first edition of the ALC "Arabic Language and Culture" course book material from (Arabic into German) 2018.
 - Coordinator for the "Arabic Language and Culture" program for 2015, 2016, 2017, 2018, 2020, and 2021.
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Teaching experience:

- Teaching German language courses
- Teaching Translation CAT Tools 2020& 2021 at the School of Applied Humanities and Languages
- Teaching AFL "Arabic as a Foreign Language" 2021
- Teaching at the ALC "Arabic Language and Culture" 2015, 2016, 2017, 2018

Teaching experience at private centers in Irbid:

- Computer Aided Translation course at Talal Abu Ghazaleh 2021 for the Jordanian Armed Forces
 - Teaching German language
 - Teaching English academic language
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Administrative experience at GJU:

Edu-Syria - Role: Translator

School of Applied Humanities and Languages:

Responsible for the translation and interpretation

Responsible for the website content of the school's

Member at the School Council

Quality Assurance responsibilities:

German accreditation:

Member at the German accreditation committee at SAHL, translating accreditation report into German.

Jordanian accreditation: Following accreditation requirements

Preparing the school annual budget and Dean's report.

Responsible for preparing the "Standard Operation Procedures"

Following the course portfolio of the school

Social Work Department:

"Professional Certificate in Social Work: Refugees and Migration" since 2016 – September 2021.

Responsible for the announcements and registration period. Preparing the expected financial plan and clearance. Following the application of self-payer and scholarship (if available) applicants. following part timer's appointment. Responsible for the organization of the welcome gathering and the graduation ceremonies. Preparing the students certificates and transcripts.

Master Program:

Contact person for the Social Work official email account. preparing the study plans of the S.W students and advises the students regarding the course registration. Organizing events and/or special meetings. Following the administrative work related to the department projects.

ALC program:

Responsible for the announcements and registration period. Preparing the expected financial plan (budget) and clearance. Following the application of self-payer and scholarship (if available) applicants. following part timer's appointment. Responsible for the organization of the welcome gathering and the graduation ceremonies. Preparing the students certificates and transcripts. Responsible for the study-buddies from 2015 to 2017. Responsible for the cultural week. Responsible for the weekly tutorials from 2015 to 2017. Finalizing the DAAD clearance of the scholarship students.

Conference contributions:

Organized the International DaF conference "Fokus DaF/DaZ - Gegenwärtige Tendenzen in Forschung und Lehre" 2021.

Administrative Committee member for the "Protracted Displacement: Hopes, Perspectives and Solutions" Conference 2020.

Organized the International DaF conference in 2019 „Fokus DaF/DaZ - Gegenwärtige Tendenzen in Forschung und Lehre“

Organized the International Conference of Social Work in 2016.