



KOUASSI ARMAND KAKOU

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LANGUAGES:

Multi-lingual (French/English/
Spanish)

PROFESSIONAL SKILLS AND STRENGTH

- Skilled in all aspects of classroom operations, curriculum development, evaluation of student progress, coordination with faculty, parents, and administration, facilitation of positive learning environments, and related administrative duties.
- Committed to teaching to meet individual students needs, and keeping parents informed of student progress. Offer ideas and materials to continue the educational process in the home.

COMPUTER SKILLS:

Microsoft Office Package
Apple Education Program
Apple iWorks
Rosetta Stone

DRIVING LICENSE:

ABC (Done in India)

INTEREST AND OTHER SKILLS:

- Personal Fitness Trainer Course at BFY Academy (India)
- Traveled to Spain, Turkey, Singapore, India, Ghana. Have lived abroad 10 years at a time.
- Music, Dance and Internet
- IELTS 2013 and scored 6

TEACHER/TRANSLATOR WITH 6 YEARS OF EXPERIENCE

SUMMARY/OBJECTIVES

Develop the academic and personal strengths of each student, using a student-centered, holistic approach with a focus on oral and written foreign language proficiency in a strong conversational curriculum. Duties include program implementation, lecturing, curriculum development, preparation of lesson plans, administering exams, conducting evaluations, writing and grading exams, enforcing classroom discipline, improving skills, and utilizing contemporary subjects and events to increase participation and interest.

EMPLOYMENT EXPERIENCE

Present : Freelance Translator/English Teacher (Consultant at American Corner - Abidjan - Ivory Coast)

- Provide tutoring in conversational English, academic assistance, and professional tutoring for young people and adults. Develop and implement strategic study plans and strategies for underperforming students to improve English language skills, subject matter comprehension, and improve grades.
- Assist adults who wish to acquire proficiency in English or are planning to travel to English Speaking countries(Ghana, South Africa, UK and USA).

03/2013 - 05/2013(5 months) French Teacher Maahis' Center, India

- Thought French with an emphasis in oral proficiency, use of multi-media tools, and active student participation in the learning process through practical conversational techniques.
- Maintained classroom interest, motivation, participation, and discipline through innovative and creative teaching techniques.
- Managed all aspects of classroom, including evaluation of student progress, and facilitation of a positive learning environment. Coordinate with students, parents, volunteers, and educational professionals to ensure consistent quality educational and developmental opportunities.
- Developed and implement Standards & Benchmarks for three levels of French class.
- Assisted and gave special class for students who wish to acquire proficiency in French or are planning to travel to French Speaking countries(France, Canada, Switzerland, Belgium and French Speaking countries of Africa).

2007 - 2013(6years) Senior Translator(Fr/En) IBM India Pune

- Translated company software file and legal documents with quality and high standard
- Monitored the migration project from Trados SDL to MemoQ.
- Generated **Translation Memory, Terminology, Glossary**, and languages specific settings from Trados SDL to memoQ compatible files and settings.
- Assessed and tested the new **CAT Tool (MemoQ)** while helping in installation and troubleshooting of the same on 12 computers system of translation team.
- Formatted and generated the properties files and HTML files using RPT tools
- Tested the software functionality with respect to different local and fixed online help related issues and broken links into RoboHelp 7.
- ✓ **Accomplishment** : Cooperated and liaised with all departments to create a quality check process which increased the translation quality and made the translator's review task easier

EDUCATION / CERTIFICATION

International MBA in IT	United Business Institute of Brussels	2012
Bachelor of Science	Bangalore University - India	2007
Bachelor of Technology	National Polytechnic Institute -Houphouët Boigny of Ivory Coast	2002
Certified Translation Professional	Global Translation Institute, Oregon, Portland - USA	2013