

# JANA DE GRAEF

---



Promenade Hippolyte Rolin 14.6  
1040 Etterbeek  
Belgium  
| +32 472 29 17 35 | [jana.degraef@zuyd.nl](mailto:jana.degraef@zuyd.nl)  
[www.linkedin.com/in/jana-de-graef-079535a8](http://www.linkedin.com/in/jana-de-graef-079535a8)

---

## PROFESSIONAL EXPERIENCE

---

- 2009-present     **Lecturer in Arabic**, *Zuyd University of Applied Sciences, Maastricht, The Netherlands*  
(4 days/week)
- 2010-present     **Freelance language and communication trainer**, *Atolo, Brussels, Belgium*  
(1 day/week)
- 2010-present     **Freelance assessor exams community interpreting Arabic**, *Kruispunt Migratie-Integratie, Brussels, Belgium*  
(1 day/week)
- 2011-present     **Freelance reviser translations Arabic-Dutch**, *Tolk- en Vertaalservice Gent, Belgium*, and *Stedelijke Tolk- en Vertaaldienst Antwerpen, Belgium*  
(1 day/week)
- 2015                **Lecturer in Arabic**, *Catholic University of Leuven, Belgium*  
(1 day/week)

---

## EDUCATION

---

- 2010-2011        **Degree in pedagogical and didactical skills**, *Zuyd University of Applied Sciences, Heerlen, The Netherlands*
- 2008-2009        **Year course Modern Standard Arabic and Egyptian spoken variant**, *NVIC (Dutch-Flemish Institute), Cairo, Egypt*  
Graduated with average 17/20
- 2007-2008        **Master in Arabic and Islamic Studies**, *Catholic University of Leuven, Belgium*  
Graduated summa cum laude  
Thesis: Heterolinguism in al-Gharīb and al-Harām by Yūsuf Idrīs. Analysis of the Arabic-Dutch translation.
- 2004-2007        **Bachelor in Arabic and Islamic Studies, minor in economic policy**, *Catholic University of Leuven, Belgium*  
Graduated cum laude  
Thesis: The clash of civilizations: fact or fiction? Reactions from the Islamic world on Huntington's theory.

## ADDITIONAL CERTIFICATES

---

2009-2016	Several certificates of participation in conferences and workshops related to Teaching Arabic as a Foreign Language, Translation Studies, Entrepreneurship, Business and Politics in the Arab World.
2012	Cambridge Certificate of Proficiency in English
2007	Summer course Standard Arabic, Institut Bourguiba, Tunisia Level 5, average: 17/20
2006	Summer course Standard Arabic, Institut Bourguiba, Tunisia Level 3, average: 16,5/20

## SKILLS

---

### Languages

- Dutch: native
- English, spoken and written: fluent
- Arabic, spoken and written: fluent
- French, spoken and written: fluent
- German: basic knowledge

### Software

- Word, Excel, PowerPoint, Outlook, several digital learning platforms