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## EDUCATION

1994-1995 Teachers Diploma for teaching English in secondary schools  
1992-1994 University of Iceland M.A. English  
1987-1992 University of Iceland B.A. English

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## COURSES/SEMINARS/TRAINING

2009, September **JAA Training Organisation:** Maintenance Programme (Large Aircraft) Training Course (4 days)  
2009, September **JAA Training Organisation:** Airworthiness Review Course (1 day)  
2006, November **JAA/EASA:** On-site customised JAA IR Part-21 & DOA training course (3 days). Explanation of EASA regulations, EASA certification processes and DOA organisations.  
2005, December **Pratt & Whitney:** Engine Trend Analysis (customised training course). Analysing specialised reports on trends in engine health.  
2004, October **Snecma / CFMI (France):** CFM56 SAGE: Program Administration Training Course. Engine health monitoring database software. Attended same course in December 2001.  
2004, August **Pratt & Whitney (USA) – Manufacturer of turbojet engines.** EHM Engine Health Monitoring training course. Training in the proper use of specialised application (PW EHM) for monitoring airplane engines, creating reports and analysing the output data on engine health.

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## WORK

April 2005- **Air Atlanta Icelandic – Technical Department**  
Manager Technical Library & Publications since November 2006. Responsible for availability and distribution of technical documentation. Responsible for editing and publishing inhouse generated technical data. Supervising employee access to Myboeingfleet and Airbus World.  
Previously Engine Condition Monitoring and Engine Records (Powerplants Dept.).  
March 2001- **Islandsflug h/f – Technical Department**  
April 2005  
Technical Library: Record keeping, ordering, maintaining and distributinG technical handbooks and manuals. Engine health monitoring. Issuing System Reliability Program reports. Supervised initial launching of the company website.  
1995 - 2000 **Innkaupastofnun Reykjavikurborgar (Reykjavik Purchasing Center)**  
Assistant, Tender Division: Business letters in English and Icelandic, record keeping, preparation of board meetings, receiving/sending out tenders. Organising/managing the website.  
1995, June-Oct. **Prime Minister's Office**  
Temporarily replacing reception personnel and the undersecretary's assistant.

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**Computer skills** Highly skilled in Windows and Microsoft Office, Adobe Acrobat and aircraft maintenance software Trax, SAGE and P&W EHM. Passable knowledge of MS Access, Visio and web languages HTML and CSS.  
**Languages** Good knowledge of English usage, good writing skills. Read Danish fairly well.  
**Interests/Hobbies** Literature, films, theater, music, computers and yoga.

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**PERSONAL INFO** Single. Two children, boy born 1986 and girl born 1988.

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**REFERENCES** Kristinn Runolfsson, Manager Engineering, Air Atlanta Icelandic  
Vidar Hjartarson, Director Planning & Engineering, Air Atlanta Icelandic  
Eyjolfur Orri Sverrisson, Inspector Airworthiness and Registration, ICAA