



CURRICULUM VITAE

PERSONAL DATAS

Name: Nevia Ferrara

Date and place of birth: Naples, 11th of February 1976

Address: Via Domenico Padula, 121 80126 Naples

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Website: www.eventour.biz

Marital status: single

STUDIES

1994- Diploma in classical studies

2002- Degree in Foreign Languages and Literature at Istituto Universitario Orientale of Naples

2003- Master as Manager of Travel Agencies with specialization in touristic English at Up Level of Naples

2006- Certificate of webmaster at Genius Informatica of Naples

2007- Course of wedding planner with final certificate at Danese Eventi of Naples

2009- Diploma of acting at Teatro Toto' of Naples

2010- Certificate Helen Doron for English teaching to children and kids

WORK EXPERIENCE

1996- 2004- Private lessons of English and translation of texts in English, Spanish and French
Areas of specialization: tourism, literature, medical, linguistics, insurance, critics, gastronomy, fashion, banking, IT, theatre, websites, legal, **(in particular patent, trademark, copyright, company agreements, company statutes)** finance, comics, technical, automotive, books for children, marketing

2004- Collaboration with various internet sites for the translation of texts in English, Spanish and French

2004-2005- Manager of travel agency and clerk for flights and hotels reservation at Aurum Hotels

2005- Manager of travel agency for Vaja viaggi of Pozzuoli

2005- Interpreter at Guga, an Italian fashion firm

2006-2009- Manager of travel agency for Spillo Travel of Marigliano

2007- Teacher for a tourism and event organization courses

2007- Touristic counselor for Departures and Account manager Campania for Pregio Hotels

2009- Teacher for a wedding planner course for touristic section

2009- beginning 2010- Manager of travel agency for Girotondo intorno al mondo of Naples

2010 - Manager of travel agency for l'Una Service of Palinuro

2004-2013- Manager of touristic website www.eventour.biz for incoming in Campania directed to Italian and foreign tourists, for the organization of events of several courses

2010 Translation from English into Italian of subtitles taken from episodes of several cartoons

2010-2011 Teacher of English with the Helen Doron method

2011-2012 Scout for the touristic website www.9flats.com for the listing of new structures and assistance to the ones yet listed

2011-2014 Translation and realization of touristic and financial/banking texts for Hotels.com and other websites on Clickworker, Greatcontent and Scribox

2012-2014 Commercial agent and counselor for www.poinx.it for the touristic section

April 2012 -2015 Local Counselor in Naples for Principal Relocation Company of Rome with assistance to foreign and Italian expatriates for home searching, orientation tour and burocratic matters (documents of different kinds, ASL, opening of a bank account, legalization of marriage certificates etc.)

2014-2015 Cooperation for translation from English and Spanish into Italian and viceversa for the following agencies: TRD, Trade Checkout, Lexicon Services, Montesino Translation, Tranzlated, Nomacorc, Anuji Linguals, Mikko Kast, PSH Croatia, Stedan Translators, Photobox, Virtuale Lingua

Trascription in English of files audio for the agency Audios Translationary

Translation of a literary text from Italian to Spanish for a private client

COMPUTER SKILLS

Microsoft Word, Microsoft Excel

Internet and email

Dreamweaver, Adobe Photoshop and Corel draw

FOREIGN LANGUAGES

English: Fluent level Spanish: Fluent level French: Level sufficient

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