

Curriculum Vitae



Personal data

Paola Mariani

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Nationality: Italian

Date of birth: March 27, 1964

Current profession

Freelance translator from French, English and German into Italian



Associate Member of AITI [Association of Italian Translators and Interpreters] (www.aiti.org)



Proz.com Certified PRO in German and French to Italian

Fields of specialization:

Corporate communication and marketing as well as company organization

for the following industries: nutrition; cosmetics; multilevel marketing; postal services; tourism

Law (contracts, court proceedings) – **Administration** (texts for Government bodies)

Environment (renewable energies, waste treatment, materials)

Medicine and pharmaceuticals (general information, standards, procedures)

Health and safety at work (general information and instructions, standards)

Referees: **Claudia Link-Beier - D – München**, clb@macklin.de
Clio Castelli - CH – Genève, info@castellitraduzioni.ch
Stéphane Seignover - CH – Cortailod - sts@fxm.ch

Work experience

1989 - 1998

Companies and business of the Venetian area:

SIPA SPA – San Giacomo di Veglia TV – Italy (PET packaging machines)

ELETTRONICA VENETA SPA – Motta di Livenza TV – Italy (teaching tools)

SISTEMA SRL – San Polo di Piave TV – Italy (bridge barriers)

EUROSERVICES SRL – Treviso – Italy (SME internationalization)

FIERA DI TRIESTE - Trieste – Italy (fair)

Position

Executive Assistant

Activities and responsibilities

Internal and external relations, in-house translations

Education	
1989	<i>Università di Trieste – Scuola Superiore per Interpreti e Traduttori</i> [University of Trieste –Advanced Institute for interpreters and translators] Degree in translation Languages: French and German. Score: 102 / 110.
1983	<i>Liceo Linguistico A. Moro</i> [high-school for foreign languages] – High School Diploma – Score 60 / 60
Notes	Knowledge of English: developed over the years with studies parallel to scholastic career and on the job; passed the First Certificate examine at the British Institute of Trieste in June 1990. I am able to translate texts from English into Italian with ease in my fields of specialization, as attested to by the numerous translations performed in the course of my freelance activity.
Others courses	Courses organized by the Association of Italian Translators and Interpreters (AITI) and other associations / organizations in various sectors relevant to the profession
Personal capability and expertise	
<i>Relevant to the profession</i>	As regards my profession as a translator, in addition to steadfast dedication to my work, I believe I have superb mastery of my mother tongue, an ability not to be taken for granted, and that I have acquired a sufficiently rigorous system to research and control my translated texts, so as unflinchingly meet deadlines and the conditions set by customers.
<i>Organizational and other</i>	In my free time, I participated in volunteer services in the scholastic sector (teaching English at a nursery school) and I have been town councilor for social services and education (2009-2014). Now I am city councilwoman. I also love dancing (Argentinean tango et al.), reading, and cinema. These experiences have allowed me to develop an ability to relate well with others, to organize, and to balance my personal life with my family.
<i>Information technology</i>	Working as a freelance translator since 1998, I know how to use computer tools autonomously. I take on-going vocational training courses, and I have reliable technical assistance services. Computer Equipment: HW / SW: PC System Core i7, Windows 10, fast ADSL connection Office 2010, CAT: DÉJÀ VU (DVX3) ; SDL TRADOS Studio 2019) TO3000 for jobs registration and management / invoicing, other standard auxiliary programs.
Notes	Willing to take translation tests and/or to send sample translations.