***Elena Simonelli***

***Translator and conference interpreter IT EN SP FR***

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**PERSONAL INFORMATION**

* Date and place of birth: Vercelli, Italy, 5th May 1976
* Nationality: Italian
* Marital status: married to Spanish citizen; 3 children
* Valid driving licence category B
* Present occupation: free-lance translator and interpreter

**KEY ABILITIES**

* Translating a wide range of written texts, making sure that the final document mirrors the original one both in terminology, style and purpose. Exhaustive and quick terminological research to ensure accuracy. Close attention to punctuation, grammar and musicality.
* Conference interpreting: listening to a speech delivered in a language and simultaneously translate into another; note-taking for consecutive interpreting. Public speaking skills. Glossary creation.
* Good communication skills in native and foreign languages, also when speaking to a large audience.
* Good negotiation and social skills. Willing to travel.
* Basic accountancy and marketing.

**WORK EXPERIENCE**

* Free-lance translator and interpreter since 2003, full-time occupation (see next page)
* Sworn translator of the Court of Vercelli and registered at Milan Chamber of Commerce (no. 2416)
* Reading and review of foreign novels for Garzanti (2006-2009)
* Teacher of Italian in the company Troquenor, Sondika
* Internship at the translation agency Komalingua, Vitoria (Spain), 2003
* Secretary/receptionist at Hotel Santa Caterina, Orta (Italy), 2001; Camping Pola, Tossa de Mar (Spain), 2002

**EDUCATION**

* Intensive interpreting course English<>Spanish at Estudio Sampere Madrid, January-July 2018
* MA in translation at Scuola Interpreti Vittoria, Torino, 2003
* Degree in Modern Languages (English, French and Spanish) at the University of Milan, 2001

**GRANTS, COURSES AND SEMINARS**

* Seminar on smart pens and Sim-Consec with Esther Navarro Hall, APTIJ, 2017
* Summer course of simultaneous interpreting, Herriot-Watt university, 2005
* Italian Pronunciation and Use of Voice, Associazione LES, Milano, 2010
* Seminar on translating commercial agreements, AITI, Bologna, 2005
* Erasmus student at the University of Bristol, 2000
* Course of French language and civilisation at the University of Lyon, 1996 and 1998

**COMPUTING**

* Good knowledge of Office; Adobe Acrobat, Pagemaker; basic AutoCad; OCR conversion.
* CAT tools: SDL Trados Studio 2017, Star Transit. Trados 7, basic Across.
* Excellent internet research skills
* Equipment: laptop and desktop PC; printer and scanner. Internet DSL connection

**LANGUAGES**

* Italian: A (mother tongue)
* Spanish: B (bilingual family)
* English: B
* French: C

**SOME TRANSLATION AND INTERPRETING JOBS AS A FREE-LANCE**

**INTERPRETING**

* Press conference after the Inter Milan-Atlético Madrid ICC match, ES<>IT 2018
* Conference of the Refugee Crisis, ES/EN<>IT, Palma de Mallorca 2018
* European Agency for Safety and Health at Work, ES<>IT Bilbao 2018
* European Food Bank Federation, ES<>EN Madrid 2018
* International Rhum Congress, ES<>EN Madrid 2018ES
* Marist Brothers’ meeting, IT<>ES Madrid 2018
* International Rice Congress, IT<>ES Extremadura, 2018
* Seeds&Chips Milan 2017 EN<>IT (keynote speech by Mrs. Kerry Kennedy)
* UN Habitat Forum on Immigration, EN<>IT Turin 2017
* Armani fashion shows, IT>EN Milan 2016-present
* MondoHedge, EN>IT Rome 2015-present
* Dental congresses, EN/ES>IT Madrid and Cagliari, 2017
* Garlic International Congress, ES>IT Cuenca, 2017
* “Dagli scali la nuova città” workshop, IT<>EN Milan City Council, 2016
* Global Payments Week, World Bank, EN<>ES Turin 2016
* UNICRI Workshop on Foreign Terrorist Fighters, EN<>FR Turin 2016
* Alternatives to Imprisonment, Libra Association, EN<>IT Milan 2016
* Alianza del Pacífico, Italian Trade Agency, ES<>IT 2016
* Local Economic Development Forum, ES<>IT Turin 2015
* Meeting on the new Union Customs Code, Centro Svizzero, FR>IT Milan 2015
* Institutional congresses on urban development, education and economy in Colombia, Expo Milano 2015
* Presentations, tastings and show-cooking, Spain, Expo Milano 2015
* Pasta Day, Palazzo Italia, Expo 2015
* Lugano Fund Forum 2015
* Biennale des Jeunes Créateurs de l’Europe et de la Méditerranée, Holden School, Turin 2015
* BrandLoyalty Congress, EN>IT Barcelona, 2015;
* Interviews and focus groups for market research institutes
* Commission Intergouvernementale des liaisons franco-italienne, Tende tunnel, 2014-present
* 2-wheels Event, ES<>IT Milan 2014
* Board Of Management and EWC of big corporations, 2004-present (STMicroelectronics, Allianz,…)
* Press conference by Deutche Bank, EN<>IT Florence, 2013
* Milan Film Festival 2013
* Training course on packaging machines, Central Lechera Asturiana, 2013
* Urban Innovation congress, EN<>IT Monza 2012
* Ca' del Bosco convention (sparkling wine convention), FR>IT 2012
* International Scientific Forum of Souq, IT<>ES Milan 2011
* Intesa SanPaolo convention, EN<>IT Stresa 2010-2015
* Filippine Country Presentation, ICE, EN<>IT Milan 2010
* Press conference of Sinfónica de la Juventud Venezolana, Teatro alla Scala, Milan, 2009
* Seminar on the REACH regulation, Saint Gobain, FR>IT 2009
* Jean Nouvel’s press conference, FR<>IT Salone del Mobile, Milan 2008
* Sikkens Group 50th Convention, EN<>IT Madrid, 2008
* XIX Jornadas Técnicas de Acorex, ES<>IT Mérida, 2007
* Conference-call for Boston Scientific, EN<>IT Paris, 2006
* Seminars of Bilbao Hairdressers’ Association, of hairdressing academies Saks and Racoon
* Trade union meeting of Auchan group, Madrid, 2004, chuchotage
* XVIII Prayer for Peace, 2004: consecutive interpreting of interviews for RaiSat television
* Milan Chamber of Commerce: “Trasformazione e distribuzione dei prodotti biologici”, 2005
* Exhibitions: ModaIn, Milan 2005-2011, Ferroforma Bilbao 2004, Macef Milan 2005, EMO Milan 2003, Cumbre Industrial y Tecnológica 2003 Bilbao; Sicurezza Milan 2006
* Law-court of Vitoria, Spain, Milan and Vercelli (Italy)

**TRANSLATION**

* **Technical and legal translations** for the agencies Koma, CIM, McLehm, Agostini Associati, Soget, Etymon, Reinisch, ILS, Surrey Translation Bureau, Traduit, Sipal and many others: technical manuals, contracts, certifications, minutes of meetings, accounts, advertising material, etc.; of trains and underground vehicles (CAF, Metropolitana di Roma, Turin-Lyon railway)
* Sworn translation of immigration papers at the Court of Vercelli
* Web sites of hotel chains (Logis de France, Sol Meliá, NH) and companies
* Legal and financial translations for solicitors’ offices, law firms and notaries public
* Legal and technical documentation of the International Olive Council
* Project for tourist development in Southern Italy for Formez (Ministry for Cultural Affairs)
* Manuals of medical equipment (Sedecal and Siemens)
* Manuals and user’s guide of electronic devices (Vieta, Siemens, Danfoss, Mikron)
* Catalogues of furniture (Estanterías Eun, Cuisine Schmidt and SALM)
* Manuals of machine tools (Ulma Packaging, Fagor, Danobat, CME, Erreka, Soraluce, Cegasa, Goizper, Lantier, Selca, Merak, Indar-Gasteiz, Ingemat, Alko)
* Press releases for bicycle, food and fashion industries, among others
* Petchey Leisure magazine and tourism-related material
* Film scripts for Barter TV
* Subtitling of the opera *Roméo et Juliette* by Gounod
* Case studies for Instituto San Telmo, Seville (MBA for the food industry)