



Freelance professional translator with sound experience as editor, language consultant and in-house translator for a Swiss multinational corporation. 21 years of activity in the language industry. Five year University Degree (BA level). Translated language pairs: English-Italian; French-Italian. Daily use of Trados Studio 2015. Supply of project glossary in excel format with any provided translation. Strict respect of the agreed deadlines. Entrepreneur with liability insurance policy



Proz Professional Member

Profile on LinkedIn: <http://www.linkedin.com/pub/antonella-fontana/b/a31/198>

Proz page: <http://www.proz.com/profile/75889>

Personal information

Name	Antonella
Surname	Fontana
Born at	Legnano (Mi) - Italy
Date of birth	2 nd August 1969
Telephone	0039 335 6862242 – 031 419730
Email	translations@wordsinprogress.org; anton.fontan@tiscali.it

Education

1994 - Five year degree in Political Sciences (BA level) at the State University of Milan, with specialization in International Private Law and degree thesis in English and American Law ('The influence of the English law on the Indian juridical system') - final grading 102/110.

1988 - High School Leaving Certificate in **Classical Studies** - final grading 54/60.

1986-1994 - English courses at several qualified international schools such as: the Inlingua School in Malta, the Loughton College in London, the Queen Margaret College and the Napier Polytechnics in Edinburgh.

1987 - Pitman Examination passed in London.

1989-2003 - Classes and courses of **French** (second foreign language at University), **Spanish** and **German**
Long training stays abroad.

October 2006 - December 2009 - Classes of **Chinese language**, first in Como and then at the Chinese Language Centre, via Stradivari 8, Milan (<http://www.corsi-lingua-cinese.it/>)

Since September 2010 - Web training in Spanish and German on www.busuu.com

Training and seminars

SDL Trados Roadshow - Milan 12th November 2015



Webinars attended in 2015

SDL webinars:

- 'Breaking into the direct to client market'
- 'Terminology personas the role of terminologist & terminology manager'

Webinars attended in 2014

Proz organized webinars

- 'The difference between proofreading and editing'
- 'Il diritto societario inglese elementi teorici e spunti pratici (Legal English: Company law, theory and practice)'
- 'Lusso e traduzione tra marketing, valorizzazione del brand e transcreation' (Luxury and translation among marketing, brand valorization and transcreation)
- 'Le tappe della traduzione giurata: come presentare atto originale e traduzione per l'asseverazione?' (Sworn translation steps: the way of submitting original deeds and translations to be sworn)

Conferences

- CAT Tool & Software Day
- ProZ.com's 2014 virtual conference for International Translation Day

SDL webinars

- 'SDL Trados Studio 2014 – Getting Started'
- 'Discover SDL Trados Studio 2014 Service Pack 1'
- 'Introducing SDL MultiTerm Workflow'
- 'Daily challenges within an LSP and how to overcome them'
- 'Translating Patents & IP material with Studio'
- 'Demistifying terminology and glossaries'

SDL Trados Roadshow - Milan 13th May 2014

Webinars and live events attended in 2013

SDL webinars:

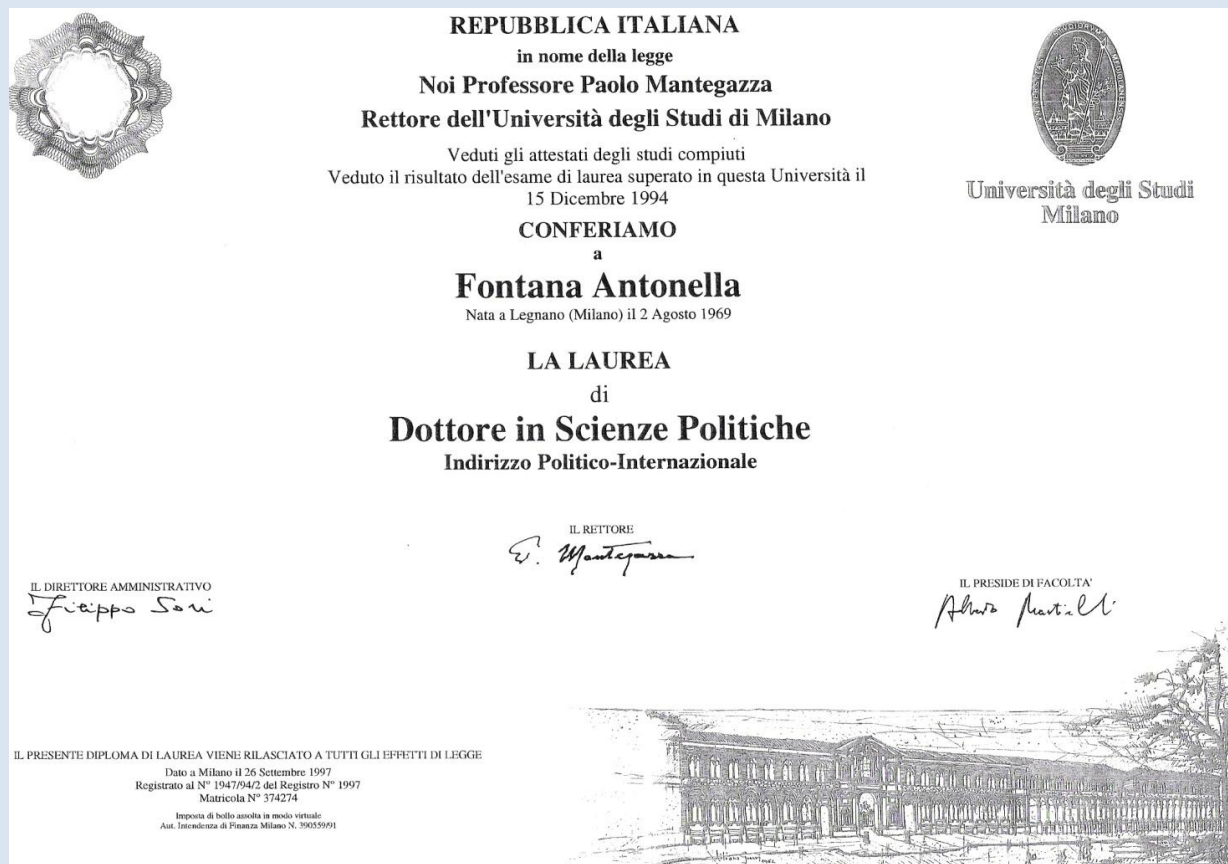
- 'Setting up a Freelance website'
- 'Ramping Up Your Freelance Translation Business'
- 'Grow your freelance translation business with Twitter'
- 'Found in Translation How language shapes your world, and how you can win more freelance translation work'
- '5 Habits of Highly Successful Translators – Customer Service'
- 'Terminology work with Excel – Basics and Tips'
- 'Machine translation - let's talk strategy'
- 'Introduction to SDL Multiterm'
- 'How to translate a document using SDL Trados Studio 2011'
- 'Gathering your assets - Tips & Tricks for TM and SDL Trados Studio 2011'

SDL Trados Forum - Milan 8th May 2013



- 25th November 2011: seminar 'Promote your Business on Internet' organized by MEDIADREAM s.r.l. (www.mediadream.it)
- 12th April - 24th May 2008: course 'A writing knowledge for well translating' - lecturer Isabella C. Blum (www.corsi-traduttori.it)
- 5th May 2007: tutorial 'Techniques of Web Research for Translators and the program IntelliWebSearch' - tutor Mr. Michael Farrell, organized by Giacobaus s.a.s.
- May - June 2006: course 'Trados Basic and Advanced Learning', organized by AITI (Italian Translators and Interpreters Association) division Lombardia, in the premises of the Milan High School for Language Intermediaries Carlo Bo.

Degree certificate



Provided services

Translations from English and French into Italian

Editing and proofreading of translations
Creation of glossaries and of translation memories
Abstracts
Oral translations of written documents
Translations' asseveration at the Como Court



Used hardware and software

Compaq Laptop Intel P IV
HP Laptop Intel Celeron M
Printer, scanner, fax HP Officejet 5610 All-in-one
Smartphone Blackberry 8520
Windows XP
Office 2007 Professional
Adobe Acrobat 10
SDL Trados 2007 Freelance Suite
SDL Trados Studio 2015 Freelance Plus
Basic knowledge of Transit XV and NXT
Basic knowledge of Wordfast Anywhere
Norton antivirus
ADSL Internet wi-fi connection
3 mailboxes, constant e-mail checking

Professional experience

2007 - today

Freelance professional translator collaborating with important international translation agencies as well as with reputed customers working in different industries (*for a comprehensive list see the "Collaborations" page on <http://www.wordsinprogress.org>*)

1998/2005

Stocklin Handling Systems s.r.l. former W. Stöcklin Italia S.p.A. - via Morandi 24/26 - 21047 Saronno (Va) - Italian branch of the Stöcklin Group

Collaboration as in-house translator; processing of the company documents; translations from English, French, German and Spanish into Italian and from Italian into English and French (mechanic systems' technical specifications, handbooks, sales offers, contracts, data sheets, insurance policies, any form of legal/administrative communication, orders, invoices, packing lists, bills of lading, company literature and advertisement materials)

1997/1998

MS Telecomunicazioni - via XX Settembre 16 - 20025 Legnano (Mi)

Person in charge of relations with foreign partners - Technical Translations (IT and videocommunications) and interpreting tasks

1997

La Buona Dispensa - via Barbara Melzi 13 - 20025 Legnano (Mi)

Company linguistic advisor (French) (company operating in the distribution of luxurious food products)

1995/1996

European Magazines & Guides - via G. Murat 84 - 20159 Milano

English/Italian editor for the magazines "Technics and Leisure", "Tsport" centred on sport architecture and for the guidebook "Which Park? International", public relation activities in Italy and abroad, translations of materials to be published from Italian into English and from English, French and Spanish into Italian. Proofreading.

Professional liability insurance policy renewed in February every year

References

❖ *Mariana Mihaylova*

Solution Management, SAP NetWeaver Orchestration and Integration

Former Operations & Business Dev Manager at ALS now Capita Translations and Interpreting

Email • mariana.yaneva@gmail.com

IM • <https://twitter.com/marimihaylova> (AIM)

“Antonella was always a great pleasure to work with. I have been fascinated by her professionalism, can do attitude and speedy responses.

She was naturally my first contact when skills like hers were needed. She delivered always on time and in great quality. I highly recommend Antonella and I am sure she will be of great value to any team and organization that is lucky to have her.”

❖ *Translatus*

Prague, Czech Republic

www.translatus.com

Ms. Svetlana Kozlova

Marketing Manager

Email • sveklanakozlova@gmail.com

IM • [sveklanakozlova](#) (Skype)

❖ *Bel Translations*

Stanka Vraza, Beograd 11000, Serbia

Tel.: +381 63 1133200

Mr Čedomir Pušica

e-mail: cheddo@gmail.com

References from Linked In

“Antonella is a great person and professional. She is very focused, detail oriented. I would not hesitate to truly recommend Antonella as I am sure she will be a great asset to every team and company.” May 11, 2011

Top qualities: Great Results, Personable, Expert

Georgi Kotsev,

hired Antonella as a Translator in 2009, and hired Antonella more than once

“Antonella is a true professional understanding that by working together and discussing openly our goals we can create a great business relationship for both parties.” October 23, 2009

Top qualities: Personable, Good Value, High Integrity

Sarah Wilson, hired Antonella as a Translator in 2008

“Antonella, has done close to 300 projects for Applied language Solutions and have consistently proved to be one of the best linguists known for their quality work and friendliness. She is co-operative and much organised which makes her successful with the commitment and deadline with an impeccable quality. Any project with Italian language pair she is the first one strikes my mind. It’s always pleasure having her in the project.” September 4, 2009

Arun Prabhu K, *Resource Relationship Manager, Applied Language Solutions*
managed Antonella at Words in Progress

“Aside from being a thoroughly lovely person to work with, Antonella's translation work has always been of an excellent standard. She is very conscientious and is punctual and responsive, qualities that are invaluable in a translator! I highly recommend Antonella to anyone needing high-quality, reasonably-priced translation services and a pleasant end-to-end process.” September 4, 2009

Top qualities: Great Results, Personable, High Integrity
Holly Tocknell,

hired Antonella as a Translation in 2007, and hired Antonella more than once

“I have had the opportunity, on several occasions, to collaborate with Antonella and have always found her to be extremely professional, punctual, and reliable--not to mention her impeccable linguistic skills. I could really not commend her highly enough, and frankly, her work speaks for itself.” April 23, 2009

Erin Lyons, *Linguistic Professional, Freelance Translator*

was with another company when working with Antonella at Words in Progress

References from Proz

Antonella's professionalism is beyond par. Not only did she provide us with quality translation, but she added value by providing TB as well (not requested, but much appreciated). Thank you! Sep. 10, 2012
Cedomir Pusica *Belgrade Translations*

Antonella is a professional translator and a very nice person. Every project we have worked on with her was a success. Thank you Antonella for your cooperation Sep 7, 2011
Omnia Language Solutions S.r.l.

Would love to work with you again!! Jun 9, 2009
Capita

A reliable translator. Nov 5, 2008
b-services

Further references can be read on the “References” page on <http://www.wordsinprogress.org>

Projects

In this page on Proz website are listed the main projects translated in these last years

http://www.proz.com/?sp=project_history&eid_s=75889&action=show&project_id=106703

Through this link it is possible to have a look at the printed matter translated for the customer company Bellotti S.p.a

<http://www.bellottispa.com/portal/portal/bellotti/press/woode>
(download Woode .pdf files)

Price list

EN>IT;
FR>IT;

0.06 Euros/source word
INCLUDING SUPPLY OF THE PROJECT'S GLOSSARY IN EXCEL FORMAT

Trados rates

No Match: 0.06 Euros/source word
Fuzzies: 54/74: 0.06 Euros/source word
75/99: 0.04 Euros/source word
100% and repetitions (re-read): 0.01 Euros/source word

INCLUDING SUPPLY OF A DETAILED QUOTATION OF THE JOB, OF THE PROJECT'S GLOSSARY IN EXCEL FORMAT AND OF THE PROJECT'S TRANSLATION MEMORY IN .TMX FORMAT

Creation of glossaries: 0.08 Euros/word

Editing/Proofreading: 25.00 Euros/h – proofreading: 0.03 Euros/word editing: 0.05 Euros/word

INCLUDING SUPPLY OF A FORM INDICATING TYPOLOGY AND LIST OF THE AMENDMENTS INTRODUCED

Asseverations in Court: 50.00 Euros + revenue stamps + delivery fees

To the a.m. net prices will be applied the following addition: + 4% Social Security Contribution according to art. 1 – par. 212 – Law. 23/12/96 n. 662 (VAT not applicable according to art. 7 DPR 633/72)

Payment conditions: 30 days after the date of the invoice, through PayPal or bank transfer

Translation tests will be provided on demand

I herewith authorize the reader to process my personal data according to the laws in force