

Current profession	<p>Since 2004</p> <p>Freelance translator and interpreter</p> <p>German -> Italian</p> <p>Experienced in the following fields: marketing, advertising, economy and finance, law, insurance, transport and railways, tourism, automotive, training, information technology, telecommunications.</p>
IT	<p>Microsoft Windows XP Professional</p> <p>Microsoft Office Professional 2003</p> <p>SDL Trados 2007, Transit NXT, memoQ</p> <p>Microsoft Office Visio</p>
Previous experience	<p>2001–2004 Interlanguage s.r.l. Modena</p> <p>Editor and Project Manager of translation projects</p> <p>Revision of translations in the following language combinations: German-Italian, Italian-German and Russian-Italian, Italian-Russian, using the Microsoft Office software package (Word, Excel, Powerpoint, Access), other graphic and text processing programs (Adobe Acrobat, QuarkXpress, FileMaker, Microsoft Visio) and CAT programs (Trados Translator's Workbench, TagEditor and MultiTerm).</p> <p>Handling projects, mainly for customers in Switzerland, Austria and Germany; dealing direct with customers; research and in-depth study of terminology.</p> <p>Assisting in the handling of multilingual projects.</p> <p>Telephone conferences for business negotiations.</p> <p>Occasional negotiation interpreting assignments at customer premises.</p>
	<p>2000–2001 Interlanguage s.r.l. Modena</p> <p>Freelancer with translation duties</p> <p>Translation of texts from German into Italian and from Russian into Italian.</p>

	<p>2000–2001 Isoltecno s.r.l. Serravalle di Berra (FE)</p> <p>Freelancer with negotiation interpreting duties</p> <p>Negotiation interpreter engaged to assist German management members in restructuring the company. These interpreting activities covered in-depth all aspects of corporate management: administration, management and finance, balance sheets, purchasing, logistics, personnel management, production and quality control.</p> <p>Translation of internal documents</p> <p>Occasional secretarial duties</p>
	<p>2000–2001 Bologna University</p> <p>Secondary School of Modern Languages for Interpreters and Translators - Forlì</p> <p>Freelance language assistant</p> <p>Language assistance and didactic support for German language students</p>
	<p>1999–2000 SER.IN.AR. Servizi integrati d'area Forlì</p> <p>Freelance organizer and office duty manager of the "Specialization Course in Multimedia Translation for the Film and Television Industries" at the Secondary School of Modern Languages for Interpreters and Translators (Forlì)</p>
Education	<p>1994–1999 Bologna University</p> <p>Secondary school of Modern Language for Interpreters and Translators - Forlì</p> <p>Translation degree; German and Russian; top score - 110 cum laude</p>
Free time	<p>Trekking, hiking, freeclimbing.</p>