

Anna Rita D'Amato
SERVIZI LINGUISTICI



ENGLISH, SPANISH, FRENCH > ITALIAN

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Personal data Born in Popoli (PE) on 20/12/1962
 Nationality: Italian
 Fiscal code: DMTNRT62T60G878G
 VAT No: IT01996750681

Professional activities Freelance translator/interpreter since 1988.
 Fields of expertise:

- Law & Banking
- Tourism
- Business
- Finance
- Marketing
- IT (Information Technology)
- Medicine & Pharmaceuticals
- Mechanics

as well as science (general), linguistics, sports, music.

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- Instructions manuals and fact sheets
 - Technical documentation (mechanics, electronics, hydraulics, telecommunications, agronomy)
 - Juridical documentation (contracts, patents, legal correspondence)
 - Financial statements, business plans, company reports
 - Airlines and hotel brochures
 - Advertising and editorial material
 - Insurance documentation
 - Scientific publications, medical records, clinical trial protocols, online surveys, Summary of Product Characteristic (SPC), Patient Information Leaflet (PIL), medical instruments

Proz Certified PRO Network's Member

References available upon request.

- Major end clients 2014:
- Law & Banking:
Studio Legale Marchese – Italy
EU project EJE (italian translation from EN/FR of EU legal site - see www.europe-eje.eu)
Axa – Citygroup – Allianz – Vittoria Assicurazioni S.p.A.
 - Tourism:
Starwood Hotels & Resorts Worldwide
NH Hotels
KLM Royal Dutch Airlines
F.A.O. (Food and Agricultural Organization)
 - Marketing:
Puma – Nokia – Tiscali – JACK & JONES Clothing
 - Medicine & Pharmacology:
Roche S.p.A. Pharmaceuticals – Milan Italy
AstraZeneca International – Biopharmaceutical Company

- Services offered:
- Translation
 - Localization
 - Transcreation
 - Editing
 - Proofreading

Education	1976-1981	Liceo Scientifico di P.Torres (SS) Scientific studies Diploma (studied language: English) Final mark 58/60.
	1976-1986	Conservatorio di Musica di Sassari Academy of Music Classic guitar's Diploma. Final mark 8,50/10.
	1981-1988	University of Sassari Degree in Foreign Languages and Literatures (studied languages: English, Spanish and French) Final mark 110/110 – graduate with Honors.
	1988	District of Umbria Chartered professional qualification as Travel Agency's Technical Manager.
	1999	Web Master (CEE project 0829/E2/N/R).

Data processing skills

Operating systems: WINDOWS 7 – MAC OS X.
 CAT-Tools and Software:
 Software: Sigma, Galileo, Sabre, Pars, Panamac, Mael (tourism)
 Office X (particularly Word, Outlook, Excel, Access, P.Point, FrontPage).
 Open Office.
 Adobe Acrobat.
 Adobe Photoshop.

Wordfast Pro, Déjà Vu X 2, MemoQ, Star Transit, XTM, OmegaT.
ADSL Internet connection

Professional experiences	1983-1986	Seasonal employments as interpreter and turistic guide in Sardinia (Italy).
	1986-1987	Foreign languages' and Musical education's supply teacher at "L.Da Vinci" Secondary School - Porto Torres (SS)
	1988-1989	Employed at "Tecnal S.r.l." - Porto Torres (SS) (tasks: secretary, technical translations, interpreting in technical issues, public relations).
	1989-1990	Employed at "Taix Viaggi" Travel agency Francavilla (CH)
	1990-1992	Employed at "Summertime F.A.O." in Rome – "Food and Agricultural Organization" Official Travel Agency – ONU
	1995–2001	Technical Manager at "Eusepi Tour" Travel Agency Tarquinia (VT)
	1998-1999	Spanish language teaching at "Università della Terza età" - Ladispoli (RM)
	2000–2001	Freelance consultant of firms producing software for travel agencies.
	2001-2007	Official interpreter and translator on the judicial proceedings of C.O.N.I. versus the football player Josep Guardiola – in this case I collaborated with Mr.Guardiola's lawyer, Tommaso Marchese, as interpreter and translator for any deed, memorial, and official and unofficial correspondence during the course of the proceedings, both in Spanish and in English language (i.e. in dealings with F.I.F.A. and its referring lawyer, Mr.Cor Hellingman)
	2008 - present	Technical Manager at "Giallonardo" Travel Agency - Bussi sul Tirino (PE), Italy
	2010 - present	EU project: translation from EN and FR to IT of EU legal site (see www.europe-eje.eu).