

Curriculum Vitae

Personal information

First names/ Surname **Angela Federica Ruspini**
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Nationality Italian
Date of birth 15 November 1977

Work experience

January 2014-now TranSarah Traduzioni/Traduciamo Insieme/Faci Servizi/Textcase B.V./Business Translation Services/Fessler Vertalingen/Global Voices translation agencies. **Home translations from Dutch into Italian and from English into Italian.**

June-December 2013 TranSarah Traduzioni (translation agency) in Calcinato (BS), **home translation** of texts from Dutch into Italian. Copisteria Manara (translation agency) in Milan, translation of a short text from Dutch into Italian. Reistlingue (translation agency) in Lugano, Switzerland, translation of a short text from Dutch into Italian. Languages at Work (translation agency) in Milan, translation, proofreading and oath statement of some short mail exchanges from Dutch into Italian.

January-June 2013 Inspired eLearning, Texas, USA, **home proofreading** of some Italian texts translated from English by another translator (course about Security Awareness Fundamentals and simple glossary).
EBL Italia (translation agency) in Pogliano Milanese (MI), **home translation from English into Italian** of two articles about contact lenses.

August-September 2010 Transedit s.r.l. (translation agency) in Milan. Home translation (checked by a qualified proofreader) from **English into Italian** of 2 chapters of the book “Anatomy & physiology” by Patton Kevin T. and Thibodeau Gary A. (Italian edition: Anatomia e fisiologia, Patton Kevin T. e Thibodeau Gary A., a cura di Antonio Capuzzo et al., Elsevier, Milano, 2011).

May-August 2010 Alvaro Giuseppe – Germany
Home translation (**Dutch-Italian**) for private use of the man about some chapters of the Dutch book “Het maçonniek exlibris en de daaraan verwante grafische kunst” by Joh. J. Hanrath, Uitgave Maçonnieke Stichting Ritus en Tempelbouw, l’Aja, 1959.

Previous work experience

October 2002- September 2006	Associazione Saman (non-profit association) in the main office in Milan – Full time accountant
December 2001- March 2002	Colonna Edizioni s.r.l. (small publisher) in Milan – Full time trainee secretary and receptionist
January 1999– End of November 2001	Opera Diocesana Istituto San Vincenzo (Catholic St Vincent Institute) in Milan – Full-time trainee accountant and secretary
July 1998 – December 1998	Opera Diocesana Istituto San Vincenzo (Catholic St Vincent Institute) in Milan – Part-time trainee accountant and secretary

Education and training

October 2010-September 2012	Civica scuola interpreti e traduttori in Milan, in association with Université de Strasbourg, France. (Institute for Interpreters and Translators in Milan, in agreement with University of Strasbourg) French Master in Translation (English and Dutch) Thesis: translation from Dutch into Italian of the short story “Gesprek over bloemen” by Allard Schröder.
15/6/2011-July 2013	Linguaperfect translation agency in Vigevano (PV) University work experience (mainly at home) as translator from Dutch into Italian and from English into Italian (with proofreading by the owner of the agency and some days in her office)
September 2006- 24/03/2010	Civica scuola interpreti e traduttori in Milan (Institute for Interpreters and Translators), Bachelor in linguistic mediation sciences. Languages: English and Dutch. Thesis: translation from English into Italian of the short essay “The art of translating” by Elsa Gress.
October-November 2009	University work experience for Visit Flanders/Ente del Turismo delle Fiandre (Flemish institution for Tourism in Italy) in their office in Milan. Translator from Dutch/Flemish into Italian of websites/news (restaurants, hotels and cultural events) in order to create press releases in Italian with the press officer; help in small administrative checks (related to accountancy).
1991-1996	Istituto Tecnico Commerciale Orsoline S. Carlo, in Saronno (Secondary school for business studies/accounting). Final examination: Italian essay, Banking, Economics and English.

Personal skills

Mother tongue(s)	Italian
Other language(s)	English (F.C.E., June 1998) Dutch/Flemish (CNAVt, Maatschappelijk profile, July 2007)
Computer skills and competences	MS Office package (Word, Excel and Powerpoint), E-mail, Internet. Trados Studio 2017. Good knowledge of Catalyst 11.
Hobbies and interests	Internet (first attempt to create a simple blog: http://blog.libero.it/tradurre/), travelling, writing, reading, poetry, photography, music and cinema.
References	Available on request