

EUROPEAN
CURRICULUM VITAE
FORMAT



PERSONAL INFORMATION

Name **Nadia Mondì**
City Milano - Italy
Address
Mobile + 39 339-5953337
E-mail tradu2010@libero.it – nadia.mondi@gmail.com

Nationality ITALIAN

Date of birth 29-05-1968

WORK EXPERIENCE

- Dates **September 2015**
- Name of employer Expo Milano, padiglione Ecuador
- Main activities Consecutive interpreter ES-IT

- Dates **October-2012 - today**
- Name of employer Tick Translations (Girona – Spagna)
- Main activities Manager Tick Italia, responsible for Italian territory (Italian client acquisition, Italian customer service) and translations
- Type of business or sector Translation agency
- Subfields *Translation, interpreting*

- Dates **February-2011 - today**
- Name of employer Several translation companies or agencies such as Transperfect, Lingo28, Wordminds, Meinschreibservice, Translateplus, Mondoagit, Faci S.r.l.
- Main activities Freelance translator and consecutive interpreter with the following language combinations DE, EN, SP > IT
- Type of business or sector *Medical, pharmaceutical, scientific*
- Subfields *Life Science, Homeopathy, Homotoxicology, Non Conventional Medicine, clinical trials, ICFs, Information sheets for patients, packaging of medical products, PIL (Patient Information Leaflets), medical equipment*
- Other subfields *Insurance, marketing, tourism, websites, press releases*

- Dates **1993-2011**
- Name and address of employer Guna S.p.a.
- Type of business or sector *Pharmaceutical*
- Occupation or position held Responsible of the translation office
- Main activities and responsibilities *Responsible of translation office and secretary office of the President*

EDUCATION AND TRAINING

- Dates 1987-1992
- Name and type of organisation providing education and training IULM – Istituto Universitario di Lingue Moderne
- Principal subjects/occupational skills covered Foreign languages and literatures
- Title of qualification awarded Degree in Foreign Languages and Literatures

- Dates 2000-2003
- Name and type of organisation providing education and training LUINA – Libera Università di Naturopatia Applicata
- Principal subjects/occupational skills covered Naturopathy and Alternative Medicines
- Title of qualification awarded Diploma in Naturopathy

PERSONAL SKILLS AND COMPETENCES

Acquired during life and working career but not recognised by certificates or diplomas.

Presentation skills

- Excellent presentation skills during consecutive translation, public speech and translation, as well as negotiation translation, good skills in chucotage translation
- Excellent skills in the creation of presentations for congresses and courses using Power Point, especially in the pages setup, colors choice, structure of the slides and distribution of the texts, in order to have the highest communication efficacy
- Excellent communication and relationship skills, speaking before an audience, discuss about different subjects and entertain Italian and foreign guests

Journalistic skills

- Excellent skills in writing articles on different subjects aimed at publication on journals and reviews

OTHER EXTRA-WORKING EXPERIENCES

- 2007-2010 Board Member of a city district committee with double function of web designer (creation and management of web site) and spokesperson for press and media
- 2008-2009 Board Member of the Committee Coordination, an association that gather and coordinate the city committees in the approach and management of local problems
- 2008-2010 editor of news articles on a monthly local journal.
- 2011-2015 promoter of a literary contest and president of the jury in the literary competition of the cultural association Milanosud
- 2014-2015 Organization and marketing for a specialized microtherapy school targeted on medical doctors and health professionals, services and scientific consulence
- 2016 Board Member of a city district committee for the recovery and preservation of an area of historical and architectural value
- 2016 Founding member of a no-profit association for the care and maintenance of the natural environment in an area assigned by the City of Milan

MOTHER TONGUE

ITALIAN

OTHER LANGUAGES

- Reading skills German Excellent
- Writing skills Good
- Verbal skills Excellent

	English
• Reading skills	Excellent
• Writing skills	Good
Verbal skills	Excellent
	Spanish
• Reading skills	Excellent
• Writing skills	Good
• Verbal skills	Excellent
SOCIAL SKILLS AND COMPETENCES	EXCELLENT SKILLS IN THE WORK IN TEAM, COOPERATION WITH COLLEAGUES AND CUSTOMERS, GOOD SKILLS IN CREATING A WORKING GROUP COHESIVENESS, VERSATILITY AND AVAILABILITY TOWARDS THE COLLEAGUES
ORGANISATIONAL SKILLS AND COMPETENCES .	EXCELLENT ORGANIZATIONAL SKILLS IN INDIVIDUAL WORK ORGANIZATION, EVENTS ORGANIZATION, DISTRIBUTION OF THE WORK, DATA ARCHIVES
TECHNICAL SKILLS AND COMPETENCES	<p>Computer knowledge</p> <ul style="list-style-type: none"> - <i>Excellent knowledge of Microsoft Office suite 2003 and 2007 (Word, Excel, Power Point)</i> - <i>CAT tools: Trados, Wordfast Pro, XTM, Coach</i> - <i>Good knowledge of some programs of Windows graphics (especially Paint Shop Pro)</i> - <i>Creation of web sites with Dreamweaver (basic skills)</i>
ARTISTIC SKILLS AND COMPETENCES	<ul style="list-style-type: none"> - Photographic skills - <i>Good knowledge of the photographic techniques with digital cameras and photo retouch and correction.</i> - <i>Good photographic skill in the choice of the subjects, light exposure, special functions of basic level digital cameras</i> <p>Writing skills</p> <ul style="list-style-type: none"> - <i>Excellent skills in writing articles aimed at publication on journals and reviews, good skill in writing reports</i>
DRIVING LICENCE(S) ADDITIONAL INFORMATION	B

ANNEXES

Pursuant to Article 13, Act 675/96 (Privacy Law), I hereby agree to the handling of my personal data.

Update: February 2016