

# CURRICULUM VITAE – JELENA STEPANOV ATTISANO

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**PROZ profile:** <http://www.proz.com/translator/1765477>

**LinkedIn:** <https://www.linkedin.com/in/jelena-stepanov-attisano-72368219>

## Objective

Professionalism, punctuality and precision.

**Targeted job:** Project-based

## Language Pairs:

- Serbian/Italian ( **bilingual** )
- Italian/Serbian
- Croatian/Italian
- English/Italian
- English/Serbian

**Fields of Expertise:** Business/Finance/Law, Marketing/Consumer, Food, Medicine (laboratory and medical equipment), Government, Social Sciences, Tourism/Travel, CVs & Certificates

## Education:

- University of Philology, Belgrade, Serbia, Degree: Bachelor of Italian language and literature.
- University for foreigners „Dante Alighieri“, Reggio Calabria, Italy, Master degree in Political sciences.
- Improvement & development agency for local government- Pronexus, in collaboration with the University “Mediterranea“, Reggio Calabria, Italy, Master degree in Project Management.

**CAT tools:** SDL Trados Studio 2015 (MemoQ and HyperHub on request)

**Certifications:** Certified Translator and Interpreter for Serbian/Italian and Italian/Serbian.

**Professional Experience:** 10-year experience in translation of different types of text. As a professional translator, I approach every job with full responsibility towards the client and strive to produce and deliver the best possible translation with *PROFESSIONALISM, PUNCTUALITY AND PRECISION*. As a full-time freelance translator, I work with direct clients and the translation agencies listed below:

*September 2017 – Present,*

**Translator**, ITA-SER and SER-ITA Soho Language School, Frosinone (**Italia**). User's manuals (+60k words).

*June 2017*

**Translator EN-IT, IOLAR d.o.o. (Slovenia/Croazia)** AskGambler web site – 15k words.

*April 2017*

**Translator/proofreader EN-SR, IOLAR d.o.o. (Slovenia/Croazia)**, project Oracle (Microsoft) translation of web site and platform – 20k words

*September 2016 –Present*

**Translator**, EN-ITA, CRO-ITA, **Amplexor S.a.r.l. (Luxemburg)** Translation of documents for European Commission DG GROWTH (ex DG ENTR).

*July 2016 -Present*

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**Translator**, EN-ITA, ITA-SER and SER-ITA **Beps d.o.o. (Serbia)** Translation of user manuals, legal, business/commercial documents (Fiat Serbia).

April 2016 – Present

**Translator/proofreader** , ITA-SER and SER-ITA **Agriser Ltd. – Ferrero Group (Serbia/Italia)** | translated CVs and a legal business/commercial contract/documents.

April 2016 – Present,

**Translator**, EN-SER, ITA-SER, SER-ITA **IOLAR d.o.o. (Slovenia/Croazia)** Translation of user manuals, legal, business/commercial documents. (+10.000 words).

April 2015 – Present,

**Translator/proofreader** , ITA-SER **Camidus plus (Serbia)** | translated several food specification sheets, business/commercial contract, user's manuals. (+ 100k words)

May 2014 – Present,

**Translator/proofreader** , ITA-SER **Villa Traduzioni (Italia)** | translated CVs and a legal business/commercial contract. (+5000 words).

August 2013 – Present

**Court/sworn translator and interpreter (Serbia)**

November 2013 – Present,

**Translator**, ITA-SER and SER-ITA **Prevodilačko srce (Serbia)** Pro bono translations of medical documents.

July 2013 – Present,

**Translator**, EN-SER and ITA-SER **Promedia d.o.o. (Serbia)** Translation of user manuals for laboratory equipment (+ 500.000 words).

January 2008 – Present,

**Translator**, ITA-SER **Palet Line (Serbia)** Translation of web site, contracts, user's manual for wood production machines. (+ 40.000 words).

December 2007 – Present,

**Translator**, ITA-SER and ENG-ITA **Studio legale „Blasimme“ (Italia)** legal business/commercial contract/documents, investigation's documents, legal documents.

September 2006 – Present

**Translator**, ITA-SER and SER-ITA **(Serbia)** Freelancer. Ten years of professional experience in multi-project based works.

## **Skills:**

- Translation & interpreting
- Terminology Management, Glossary Creation
- Proofreading/Editing

## **Memberships**

- The Association of Technical and Court Translators of Republic of Serbia
- The Association of Court Translators and Interpreters of Republic of Serbia

**References:** Available upon request.