

Loredana Quarta

via San Giacomo 17, Vigevano (PV) _ 27029 _ IT

- Home: Tel: 0039381092027,
- Date of Birth: 25th January 1965
- Nationality: Italian

Skills Profile

I am an Italian technical translator. I translate from English and French to Italian. I have got group work skills and an outgoing and friendly personality. I have got a translator experience for 25 years about. I have a very good experience in tourist language because I was the owner of a travel agency for 6 years. I am computer literate. I have a driving licence.

Work Experience

- 26/05/2006 - 31/12/2012

Owner and Travel Agency Manager

Study of tourist packages; tourist economy; marketing; points of force and weakness; threats and opportunities; swot analysis; tourist legislation; importance of the role and of the agency manager; study of business plan; national Italian law 135/2001 on tourism; accounting; the travel contract; land, air and naval transports; study and classifications of the different kinds of accommodation hotels; hotel contract; economic effect of tourism; the market; tourist offer and request; use of computer science in the tourist field (software for the railway and air tickets); all-inclusive solutions; tourist geography; the effect of the climate on tourism; climates in the world; location of the tourist attractions in the countries.

- - 07/1196 - 31/12/1998

UNION KEY SRL _ LECCE - Importer and sales agent of ecological motor and hydraulic oil filter from England.

Translator of the installation and operation manual of the oil filter; reports and outcomes related to the ecological oil filter assembly and installation on motor vehicles and buses; relations with customers and suppliers; interpreter during different meetings to obtain the exclusivity contract for the sale and commercialization of the filter on the Italian territory; regular relations with England and USA; commercial offers; responsible for the chemical analysis laboratory for the monitoring of the installed oil filter on vehicles; travels to England.

- 1989 - 1996

Translator of University texts, legal documents; English teacher of children of primary school; translation of an advertising poster in a public park; individual English and French courses for boys and adults;

Education

- 07/2007

Examination for the title of Travel Agency Manager necessary to the travel agency activity. The licence was issued by REGIONE PUGLIA and it is State recognised.

- 2003

Qualification of Tourist Operator by REGIONE PUGLIA

- 1984 – 1988

Accredited Certificate of Interpreters and Translators in Florence.

- 1984 - 1979

High school diploma

IT Skills

Formation in Office 2012, and Outlook express, IOS software Apple.

Foreign Languages

English and French

Interests

Gardening, reading, crocheting and knitting.