



ELEONORA COLANDONIO

FREELANCE TRANSLATOR - CHARTERED ACCOUNTANT
AND AUDITOR

PROFESSIONAL EXPERIENCE

- 2018 - Present** **Freelance Translator**
IT>EN, EN>IT
- 2019 - 2021** **Canapar srl**
Executive Assistant CEO, Ragusa (RG)
Assistant to the CEO and CFO, organization of the CEO agenda, administration, accounting, financial statements, internal audit and contact point for external auditors.
- 2016 - 2019** **Trattoria Nervosa - Gusto54**
Manager, Toronto (Canada)
Internal management, relationship with suppliers, team supervisor.
- 2015 - 2016** **Aurora importing and Distributing Ltd**
Buyer, Toronto (Canada)
Logistics coordinator, container organization from Italy, contact person for freight forwarders and brokers.
- 2014 - 2015** **Ditta Colandonio Salvatore**
Accountant, Vittoria (RG)
Accounting, internal audit.
- 2013 - 2014** **Dimmi bar and restaurant**
Manager, Toronto (Canada)
Internal resources manager, team supervisor.
- 2011 - 2013** **KPMG Spa - Transaction and Restructuring Services**
Consultant, Rome
Due diligence, transactions between companies.
- 2007 - 2011** **KPMG Spa - Audit**
Auditor, Rome
Review of final and periodic financial statements for listed and non listed companies.

EDUCATION AND TRAINING

- 2021** **Advanced Training Course in legal - commercial translation IT> EN; EN> IT and SDL TRADOS 2021 Course**
Scuola Superiore Interpreti e Traduttori, Pescara
Grade: 30/30
- 2012** **Chartered Accountant and Auditor**

SUMMARY

Certified freelance translator specialized in the legal-commercial field for companies and individuals. I also collaborate with translation agencies in Italy and abroad. Chartered Accountant and Auditor.






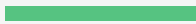
CONTACTS

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- 2005 - 2007** **Master's Degree in Business Administration**
University La Sapienza, Rome
Grade: 110/110 cum laude
- 2002 - 2005** **Bachelor's Degree in Economics, Finance and Business Management Law**
University La Sapienza, Rome
Grade: 110/110 cum laude
- 1997 - 2002** **High School**
Liceo Scientifico Stanislao Cannizzaro, Vittoria
Grade: 100/100

SKILLS




Soft Skills

Communication 
Problem Solving 
Teamwork 
Leadership & Management 
Punctuality 
Efficiency 




SOFTWARE AND PROGRAMS

 **Office**
Email
SAP
TRADOS 2021

INTERESTS

-  **Padel**
-  **Piano/Music**
-  **Volunteering**

LANGUAGES

-  **Italian - Mother tongue**
-  **English - C1: Advanced/Professional**
-  **French - B1: Autonomous User**

I authorize my personal data processing pursuant to art. 13 of Legislative Decree 196 of 30 June 2003 and art. 13 GDPR (EU Regulation 2016/679) for the purposes of personnel research and selection.
Ragusa, 11.01.22