Giorgia BELLIA

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 16/04/1976

 Italian

 **EDUCATION AND TRAINING**

* **MASTER IN TRANSLATION AND ADAPTATION OF AUDIOVISUAL AND MULTIMEDIA WORKS FOR DUBBING AND SUBTITLING MULTIMEDIA WORKS FOR DUBBING AND SUBTITLING** 2002 - 2003

University of International Studies of Rome, San Pio V

* **DEGREE IN TRANSLATION** 1998 - 2002

SSIT “Centro Masterly”, Palermo

* **FACULTY OF MEDICINE AND SURGERY** 1994-1998
* University of Catania
* (achievement of 20 examinations - NOT GRADUATE)
* **CLASSICAL BACCALAUREATE** 1989 - 1994

Liceo Classico “Mario Cutelli”, Catania

* **WORKING EXPERIENCES**
* **COMMERCIAL AND MARKETING DIRECTOR** 2006 - present

Antorà, Catania

Company specialised in the production of jewellery

* + - Main duties or responsibilities:

- Managing relationships with Italian and foreign customers (USA, Spain and China).

- Supporting and managing Italian and Spanish representatives

- Organisation of Italian and foreign trade fairs:

 Vicenzaoro, Baselword, JCK Las Vegas, JA New York, Shenzhen International Jewellery Fair,

China International Gold, Jewellery & Gem Fair in Hong Kong & Jewelry Shanghai

- Production of materials for Marketing activities

* - **FREELANCE TRANSLATOR** 2020-2021

- Private Clients

* + Translations of theses for undergraduates in Medicine and Surgery

- Edises Srl, Naples 2015

* + Publishing house specialising in scientific texts.
	+ Translation of Physics texts

- **University of Catania** 2016

Translation of the project "Expert Knowledge to Successful Carrer" set up by COF, the Department of Industrial Engineering and the University of Sofia in Bulgaria

- **University of Catania, Faculty of Law**

Translations of articles and speeches for various conferences.

- **Kore University of Enna, Faculty of Engineering and Architecture**

Translations of articles and speeches for various conferences.

- **DOCUMENT CONTROLLER** 2005 - 2006

Snamprogetti S.p.A., San Donato Milanese (MI)

Company specialised in Engineering, Procurement, Construction & Supervision

-Main duties or responsibilities:

- Co-ordination of relations between the Italian, English and Arab offices.

- Management and translation of documentation, correspondence and archives of the Italian, English and Arab offices.

- **FREELANCE TRANSLATOR**

**Famar Patents** 2004

Liaison interpreter for the 2nd World Conference and Technology Exhibition on Biomass for energy, industry and climate protection

**League of Arab States in collaboration with the Municipality of Rome** 2005

Secretary and interpreter for the artists of the exhibition "Expressions. Culture for peace. Arab artists in Italy".

Translations for the painter Abdel Kader Houamel

* **- FREELANCE TRANSLATOR 2003 - 2005**

**Translation of:**

 - Test guides for patients and doctors concerning painkilling drugs

- Architecture and engineering texts

- Telemedicine texts

- Medical, economic and legal texts

- Transcriptions from magnetic tapes relating to medical and scientific conferences

- Literary translations for the University of Catania

- Chuchotage interpreter and coordinator of relations between speakers and interpreters for AITI

* - **FREELANCE TRANSLATOR** 2003

**ESSE&BI Cinematography**

Eng-Ita translation of the screenplay for the film "The Tailor", currently in production.

* - **FREELANCE TRANSLATOR** 2003

Holiday Palace Hotel, Nicolosi, Catania

Multilingual hostess and speaker liaison for the XIII HADES Collaboration Meeting on Nuclear Physics.

** SPOKEN LANGUAGES (reference scheme: Common European Framework of Reference for Languages (CEFR)**

* **ITALIAN**

MOTHER TONGUE

* **ENGLISH**

C2 WRITTEN AND SPOKEN

* **FRENCH**

C1 WRITTEN AND SPOKEN

* **SPANISH**

B2 WRITTEN AND SPOKEN

 **IT SKILL**

* **ECDL (EUROPEAN COMPUTING DRIVING LICENCE)**
* **OPERATING SYSTEMS**

Windows XP, 7, 8, 10

iOS

* **SOFTWARES**

MS Excel

MS Word

MS PowerPoint

Adobe Acrobat

** PERSONAL SKILLS AND COMPETENCES**

* Ability to adapt to different cultural groups
* Communication skills
* Team spirit
* Sense of organisation
* Project management

 **HOBBIES & INTERESTS**

* **SINGING**
* **READING**
* **COOKING**
* **ENOLOGY**

The undersigned is aware that, under art. 26 of Law 15/68, mendacious declarations, falsity in documents and the use of false documents are punishable under the criminal code and special laws. Furthermore, the undersigned authorises personal data processing per the provisions of Law 675/96 of 31 December 1996.