

MARION LUCIA SPRAFKE

PERSONAL INFORMATION

- Nationality: German
- Age: 42
- Place of birth: Cologne (Germany)
- Marital status: Married with children
- Interests: Travel, literature, swimming

PERSONAL SKILLS AND COMPETENCES

- Ability to work autonomously or as part of a team
- Good organisational skills
- Accustomed to working to objectives
- Mediation and problem-solving skills

WORK EXPERIENCE

- 06/1993 - current
Translator and checker, primarily of technical manuals and various other types of documents relating to the following fields of interest: Information Technology, online gambling, economics, financial statements, molding and mold-making, industrial machinery, automation and cosmetics.
- 01/2007 - current
Language consultant and coordinator for external activities (personnel selection and motivation, presentations, strategy, etc.)
- 06/1993 - current
External consultant interpreting services for various companies in Turin (Italy), Austria, Switzerland and Germany. Of particular interest:
06/1993 - 12/1997
- External consultant translator, interpreter and language coordinator for FIATENGINEERING SRL (FIAT Group)
- 04/2000 - 06/2003
Responsible for industrial workwear and promotional activities in German-speaking countries for GRC Srl (Turin), including Internet-based prospect customer research and acquisition.
- 02/1992 - 05/1992
Member of export office staff at Tepalux Srl, Turin

MARION LUCIA SPRAFKE

TRAINING COURSES AND SEMINARS

- 09/2006 - 06/2007
Course held at the University of Turin Faculty of Business Economics
- 12/2007 - 12/2007
Piedmont Region-funded course on “Communications Techniques”
- 02/2007
Seminar on translation marketing
- 01/1999 - 04/2000
Introduction to sales techniques by the company GRC, San Mauro Torinese
- 09/1989 - 06/1990
Training course for German-Italian-German translators and commercial correspondence
- 06/1990 - 07/1990
Training course on second language teaching methodologies, run by the ‘Berlitz’ and ‘Inlingua’ language institutes in Turin, followed by employment contract as German language teacher for both institutes

EDUCATION

- 09/1980 - 06/1989
High School leaving diploma from the Max-Kolbe Secondary School, Cologne, Germany

TECHNICAL, COMPUTER AND LANGUAGE SKILLS

Good working knowledge of ICT, including:
➤ MS-Office, SDL Trados, Internet, email, etc.

Language skills:
➤ German: native speaker
➤ Italian: fluent, spoken and written
➤ Inglese: excellent

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