

# Europass Curriculum Vitae

## Personal information

First name / Surname **Roberta Saraceno**  
Address Via P.Vincenti 8/b, Lecce, Italy  
Telephone  
Mobile +39 34 77 72 77 81  
E-mail roberta.saraceno@gmail.com  
Nationality Italian  
Gender Female

## Work experience

Dates 10/2007 onward  
Occupation or position held Freelance translator - language pairs: English to Italian; Portuguese to Italian  
Specific fields of translation: Legal, Patents, Contracts, Marketing, Sports, Sports Supplements, Food & Dairy, Chemistry, Science, Biology, Oenology, Medical, Textiles, Fashion, Clothes

Dates 12/2009 – 11/2013  
Occupation or position held Translator from English to Italian and from Portuguese to Italian  
Main activities and responsibilities Translation of all contents related to top selling online stores [www.prozis.com](http://www.prozis.com) and [www.westrags.com](http://www.westrags.com)  
Name and address of employer Onsalesit, SA – Rua do Cais n.198, Fontarcada – 4830-345 Pova de Lanhoso - Portugal  
Type of business or sector E-commerce

Dates 04/2007 – 10/2007  
Occupation or position held Computational Linguist (expert in Italian and English)  
Main activities and responsibilities Develop solutions for the search, classification and extraction of unstructured information for the intelligent management of documents  
Name and address of employer Expert System Language Technology, Viale Virgilio n.56, Modena, Italy [www.expertsystem.it](http://www.expertsystem.it)  
Type of business or sector Software House  
Dates 10/2006 – 01/2007  
Occupation or position held Translator  
Name and address of employer Executive Service, Via del Ponte alle Mosse n.61, 50142 Florence, Italy  
Type of business or sector Professional translation services

## Education and training

Dates 01/2006 - 02/2007  
Title of qualification awarded Post-degree 1 year Master in Literary Translation from English to Italian

Thesis work: translation of the book Personal Delivery by Duncan McLaren, Quartet Books, London, 1998, 280 pages  
 Final mark: Excellent

Name and type of organisation providing education and training: Università di Roma La Sapienza

Dates: 11/1997 - 12/2005

Title of qualification awarded: Master's Degree in Foreign Languages and Literatures

Principal subjects / occupational skills covered: English and Portuguese Language and Literature, Linguistics, Italian Literature, History.  
 Dissertation: 'Henry David Thoreau and the Origins of Environmentalism'  
 Final mark: 110 out of 110

Name and type of organisation providing education and training: Università degli Studi di Lecce

Dates: 09/1989 - 07/1994

Title of qualification awarded: Secondary school diploma in business and computer science

Name and type of organisation providing education and training: ITC Francesco Calasso, Lecce

**Personal skills and competences**

Mother tongue: **Italian**

Other languages

Self-assessment

European level (\*)

**English**

**Portuguese**

**French**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
B1	Independent user	C2	Proficient user	C1	Proficient user	B2	Independent user	B2	Independent user
B1	Independent user	B2	Independent user	A2	Basic User	A2	Basic User	A2	Basic User
A1	Basic User	A1	Basic User	A1	Basic User	A1	Basic User	A1	Basic User

(\*) Common European Framework of Reference (CEF) level

Social skills and competences: Good communication skills

Organisational skills and competences: Excellent ability to work independently. Good organization attitude

Computer skills and competences: Microsoft Office (Word, Excel, Powerpoint, Outlook), Internet Explorer, Mozilla Firefox, Google Chrome  
 CAT Tools: Trados 7, Trados Studio

Driving licence: Yes

References available upon request.