

Personal Data

Name and Surname	SARA MESERVEY
Lives in	Forlì (Italy)
Citizenship	Italian
Born in	Rome
Phone	(0039)0543704569
Mobile	(0039)3470472366
email:	sara.meservey@gmail.com
C.F. (Social Security Number)	MSRSRA82M53H501L
P.IVA (VAT Number)	IT03872140409
Qualification	Freelance Professional Translator and Interpreter
Fields of Specialization	Economy, Finance, Banking; Medical and Scientific Technical (mechanical, User's manuals) General Environment

JOB EXPERIENCES**TRANSLATION**

In 2014	Translation pages (1500 characters space included) translated around 600
Since 2003	Approximately 3 million
Jobs and main clients	

Translations in the economic-financial-banking field since 2003	<ul style="list-style-type: none"> ⤴ Cooperates with the Bank of Italy for the translation of the European monthly bulletin of the ECB from English into Italian; ⤴ Translation from Italian into English of an elearning course on anti-money laundering policies for the Intesa San Paolo Bank Group; ⤴ Cooperates with ABI (Italian Association of Banks) for the translation of technical texts (published documents, articles, internal documents, promotion material and training documents) from Italian into English and viceversa; ⤴ Cooperates with AbiFormazione (training department of ABI) for the translation of elearning courses from Italian into English and viceversa: course on safety and health at the workplace; transparency of bank transactions etc; ⤴ Translation from English into Italian of the articles "American direct investment in Italy – distribution, profitability and contributions" by J.J. BODDEWIN and D.D. GROSSER and "Development and trends of Italian trade" by Mario Martinelli published in the volume "L'Italia nell'economia internazionale dal dopoguerra ad oggi" (Italy in the international economy from the WWII afterwar period to today) – <i>Economic Review</i> edited by Michele Barbato; ⤴ Translation from Italian into English of the technical-economic article "Efficiency and equity of anarchy and other historical social systems: a simple exploratory model" (Department of Economics of the University of Catania); ⤴ Translation from Italian into English of the document "Analysis of the fiscal relations between government levels: a few descriptive elements of the Italian system" (Interpreting Unit of the Senate of the Italian Republic);
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Translations in the medical-scientific field since 2009	<ul style="list-style-type: none"> ✧ Translation of several articles from Italian into English in the field of economics for Professor Stefano Zamagni – University of Bologna; ✧ Translation from English into Italian of technical-scientific articles for the <i>Psychoanalysis review Richard and Piggie</i> by "Il pensiero scientifico editore"; ✧ Translation from Italian into English and from English into Italian of medical charts; ✧ Revision of the article "Exceptions and limitation in the Italian copyright law: from the hand made copy" for the University of Chieti and Pescara; ✧ to the "virtual" copy. ✧ Review of a texts for a clinical trial in English for the client MediData (commissioned by the agency Hallo! Servizi Linguistici); ✧ Translation from Italian into English of a clinical trial for the agency <i>Hallo! Servizi Linguistici</i> for the client MediData; ✧ Translation from Italian into English of the Odonthoiatrics Atlas; ✧ Translation from Italian into English of several documents (European projects and research on Alzheimer) for the Sospiro Foundation; ✧ Translation from French into English of a medical article on foot malformations; ✧ Translation of interviews to physicists from Italian into English for the Department of Sociology of the University of Rome La Sapienza; ✧ Translation from Italian into English of the article "Ownership and provenance" of genetic material in the rules on biotechnological patents" for the Univesity of Chieti and Pescara; ✧ Cooperates on a voluntary basis with the association Translators for children for the translation of medical charts and documents from Egnlish into Italian and viceversa and from French into Italian to help in the transfer abroad of children in need of medical care
Translations for public bodies	<ul style="list-style-type: none"> ✧ Translation from Italian into English of the guide "Prison and Surroundings: guidelines on the relevant regulations" produced and published by the Emilia Romagna Regional Government; ✧ Translation from Italian into English of part of the website of the Po Delta Park – Emilia Romagna ✧ Translation of texts for the project Cervia – Salt way
Collaboration with Translation and Interpreting Agencies for the translation of technical textx, users manuals, marketing and general documents	<p>Main agencies</p> <p>Since 2009:</p> <ul style="list-style-type: none"> ✧ Action Line; ✧ Cultura Progetto- Directory ✧ Idiomas ✧ Cetra ✧ Intrass Congressi ✧ Centro Traduzioni ✧ Studio Lexis ✧ Arca <p>and others</p>

INTERPRETING**Professional interpreter since 2004**

Conference Interpreting	105 days since 2006
Dialogue business and trade fair interpreting	34 days since 2004
Employer	Cooperates with several Translation and Interpreting agencies and with private clients
Main services	Simultaneous interpreting, consecutive interpreting, chuchotage, business interpreting and dialogue interpreting, interpreting and assistance at trade fair shows between English and Italian and between French and Italian

TEACHING JOBS

Dates	Since 2007
Employers	Cooperates with agencies (Action Line, Cultura Progetto, Università degli Adulti di Savignano sul Rubicone), training institutions (Ecipar) private clients (Menabò Group, Amaducci s.r.l, Biesse Sistemi) and others
Main tasks	English Teacher for groups and individuals to adults. General and Business English courses from beginner to upper-intermediate levels

OTHER JOB EXPERIENCES

Dates	From September 2012 to May 2013
Employer	Cultura Progetto
Main task	Organization of the language courses and project management for translation and interpreting jobs

EDUCATION AND TRAINING

Dates	From 2005 to 2008
Degree	Master's Degree in Conference Interpreting
Main skills acquired	Techniques of conference interpreting (simultaneous, consecutive, chuchotage) between English and Italian and between French and Italian; techniques of assisted translation, CAT tools and terminological research
Qualification	Conference Interpreter
Institution	School of Interpreting and Translation Studies – University of Bologna
Dates	from 2001 to 2004
Degree	Bachelor's Degree in Translation and Interpreting for Institutions, Businesses and Trade
Main skills acquired	English and French language; techniques of translation between English and Italian and between French and Italian; introduction to simultaneous and consecutive interpreting
Qualification	Translator

Institution	University of Viterbo
Dates	from 1996 to 2001
Degree	Highschool (scientific and linguistic specialization)
Institution	Liceo Scientifico Statale G.B. Morgagni (Roma)

EXPERIENCES ABROAD

Dates	September 2003 – February 2004
Programme	Socrates – Erasmus
Place	Université La Sorbonne - Paris

LANGUAGE SKILLS

Italian	Mothertongue
English	Mothertongue
French	Excellent (spoken and written)
Spanish	Basic

COMPUTER SKILLS

Dates	2004
Certification	European Computer Licence
Operating System	Windows xp Windows 7 Windows 8 Linux - Ubuntu Mac OS
CAT TOOLS and other software	Trados 2007; SDLX; Studio 2014; MemoQ2014; OmegaT, Across, Déjà Vu Microsoft Office (word, excel, powerpoint, access); openoffice; Infix (pdf editing and translation and OCR reader)

"Autorizzo il trattamento dei dati personali ai sensi del D. lgs. 196/03 ".

Date, 14/09/2014

Signature