



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Barbara Kalinka**
Address(es) ul. Krzycka 86h/4 53020 Wrocław
Country Poland
Email address kalinkabene@wp.pl
Phone 0048 609129276
Nationality Polish
Date of birth July 7, 1968
Gender female

Desired employment / Occupational field

Freelance translator/reviser

Work experience

Dates Since 1999
Occupation or position held Translator and interpreter
Main activities and responsibilities Translation of documents in various fields. Interpreting at meetings, conferences and negotiations.
Translation and interpreting in the industrial sector.
Name and address of employer Self-employed.
Type of business or sector Services
Dates 1993 – 2004
Occupation or position held Italian and French teacher at university level
Main activities and responsibilities Teaching of Italian and French languages and cultures
Name and address of employer Teacher Training College (Wałbrzych, Poland), University of Wrocław (Poland)
Type of business or sector Higher Education.

Education and training

Dates 1994
Title of qualification awarded MA in Romance Languages
Principal subjects/occupational skills covered Italian and French languages and cultures
Name and type of organisation providing education and training University of Wrocław (Poland)
Level in national or international classification Higher level degree
Certificate DITALS
University of Siena
Italy
Professional certificate for Italian language teachers

Personal skills and competences

Mother tongue(s) **Polish, Italian (I work with my husband Massimo Natale – Italian native language translator)**

Other language(s)

Self-assessment

European level (*)

Italian

French

English

Polish

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
professional - native speaker -	professional - native speaker -	professional - native speaker -	professional - native speaker -	professional - native speaker -
C2	C2	C2	C2	C2
C1	C1	C1	C1	C1
professional - native speaker -	professional - native speaker -	professional - native speaker -	professional - native speaker -	professional - native speaker -

Social skills and competences

Long experience as a teacher.

Organisational skills and competences

Organization of meetings and congresses, assistance in business transactions

Translation Experience

16 years of experience working as a professional translator:

Details of major translation experience:

- (Production processes, quality, logistics) - I am currently working with Faurecia Automotive Industry, where I translate texts and conversations concerning the problems of production, quality and logistics. Also, on behalf of other companies including Fiat-Lancia-Alfa Romeo, Lowara, ITM Group and others, I have translated several technical manuals and instructions into Italian, French, English and Polish. Further, for Trelleborg Wałbrzych, I have translated a series of instructions and operating manuals.
- (Administration) - For Faurecia Wałbrzych, I have translated into French and Italian materials for a number of training courses on financial criteria related to the company's operation (text and presentation).
- As an interpreter of the Italian language, for several weeks I attended refresher courses for the staff of the Employment Office of the Lower Silesia region. The courses were organized by the Mercury association of Wałbrzych, and took place in Genoa, Rome and Wałbrzych. For this association and the Polish Ministry of Labour I have translated a large collection of documents describing the system of social cooperatives and consortiums in Italy.
- (Final tests, instructions manuals and training in the use of machines) - Working with the Fiat plant at Twardogóra, Whirlpool in Wrocław, GL and Indesit in Albacina, I have repeatedly taken part in the calibration, testing and repair of technical equipment, mediating the work of Italian specialists. I have translated several dozen user manuals for production lines of different kinds.
- (Waste treatment) - I accompanied the owner of the Pescara "Extragroup" factory on business trips. The factory produces equipment for waste treatment, and I also translated the website of this company.
- (Psychology – Medicine) - I work with a sworn interpreter on translations concerning the psychological characteristics of French and Italian families who apply to adopt children in Poland. I have also worked on court documents and medical documentation. I have worked as an interpreter for an Italian adoptive family. I accompanied the agent of an Italian company producing endoprosthesis on business trips. For individuals and translation agencies I often translate descriptions of diseases or hospital treatment.
- (Pedagogy – Education) - As an interpreter of French, I attended a three-week refresher course for educators, organized by the Centre for Information and Guidance in Strasbourg.
- (Real estate) Together with a lawyer for the UAE (European Lawyers Union), I mediate contacts for those who seek property deals and investments.
- (Jurisprudence, law) In May 2009 I served as an interpreter, translating simultaneously from Polish into Italian and vice versa, at an international conference dedicated to the problems of implementation of community law, organized by Prof. Banaszak of the University of Wrocław. On a daily basis, I translate statutes, decrees, powers of attorney, policies and other legal documents.

Technical skills and competences	<p>10. (Railways) In 2007 I regularly acted as an interpreter for business meetings between the French railways delegation and the Polish delegation. The meetings focused on the design and construction of sections (Żmigród-Wrocław) of railways in Poland. I also translated an explanatory text on the high-speed lines in France. Recently, after having translated a documentation related to the tender called by Polish Railways company PKP, as well as the technical documentation of the assignee Solari di Udine, I participated as a translator in the meetings where some technical details about functioning of digital displays were presented. In the period of 2012 - 2015, I took part in a very large translation project for the company PESA and Trenitalia.</p> <p>Proficient user of Office package (Word, Excel, PowerPoint), Internet and CAT (Wordfast) software.</p> <p>List of relevant terminological and documentary databases: IATE, Multiterm, EUR-LEX, TRIS, Manuale Interistituzionale di convenzioni internazionali EU, EU book shop, Europass)</p>
Other qualifications	Sworn Translator in Ascoli Piceno, Ancona and San Benedetto Court
Additional information	For 8 years, I have been working together with my husband, an Italian mother-tongue translator (see below)

CURRICULUM VITAE



PERSONAL INFORMATION

Name	Giuseppe Massimo Natale
Address	ul. Krzycka 86h/4 – 53-020 Wrocław, Poland
Telephone	+39 3804707397
Fax	
E-mail	maxmas61@hotmail.it
Nationality	Italian
Date of birth	19/07/1961

WORK EXPERIENCE

- Date 2005/2016
- Name and address of the employer Poland/Italy
- Business kind
- Work kind Translator
- Main tasks and responsibilities

EDUCATION AND TRAINING

- Date From 2010 to 2015
- Name and kind of the school Università di Camerino – Camerino (Italy)
- Qualification obtained Master's degree in Physics
- Date From 1980
- Name and kind of the school Università degli studi di Messina – Faculty of Economics and Commerce
- Qualification obtained Interrupted studies
- Date From 1975 to 1980
- Name and kind of the school Liceo scientifico statale - Lamezia Terme
- Qualification obtained Secondary school certificate

PERSONAL SKILLS AND COMPETENCES

FIRST LANGUAGE

Italian (mother-tongue)

OTHER LANGUAGES

English

- Reading skills High
- Writing skills High
- Verbal skills Medium/High

Polish

- Reading skills High
- Writing skills High
- Verbal skills Medium

Spanish

- Reading skills Medium
- Writing skills Medium
- Verbal skills Basic

TECHNICAL SKILLS AND COMPETENCES

Italian translator, with large experience in many sectors.

Personal competences:

Since 2006, teaching Italian in Poland;
since 2006, permanent collaboration with Barbara Kalinka, as translator of many kinds of documents, in the following linguistic combinations:

- from English into Italian,
- from Polish into Italian,
- from French into Italian,
- from Spanish into Italian,
- from Italian into English,
- from Polish into English.

Documental references:

- Contracts, statutes, decrees, powers of attorney, policies and other legal documents;
- balances and economic/financial reports and documents;
- medical reports and INPS or ZUS documentation;
- medical and pharmaceutical publications;
- certifications by central and local authorities;
- police reports;
- web pages and other advertisements;
- technical handbooks and other manuals.

Some customers:

- Italian and Polish central and local authorities;
- Italian police departments and courts;
- Law firm “Vasile” - Pescara (legal documents);
- French district penitentiary of Caen (regulations for prisoners);
- European Community (European information exchange model – police cooperation and access to information);
- Arcelor Mittal (technical documents)
- Comarch (advertising)
- Ishida checkweighers (IDCS user’s manual);
- Inenco energy consultants (web page);
- Faurecia automotive (technical documents);
- ITM machines (Solaris user’s manual and maintenance guidebook);
- Delta Electronics (technical documents);
- Levi Strauss & Co. (2010 restricted substances list, Social and environmental sustainability guidebook);
- Sony (Qriocity web page, Promoter demo page);

- Lowara pumps (Strategic sourcing procedure);
- Bioster sterilization (various documents);
- Galbani (legal documents);
- Lacoste, Dolce & Gabbana and others (advertising);
- Cantoni Group electric motors (instructions);
- LOT (Polish airlines – informative communications);
- PKP (Polish Railway – tender documentation);
- Trenitalia (Italian Railway – tender documentation);
- Polish national mint (informative documents);
- Wrocław University of Economics – acts of a congress;
- Institute of History of the Jagellonian University – doctorate thesis.

Many translation agencies in Poland, Italy, France, Czech Republic, Russia, Great Britain, U.S.A. and other countries, for a considerable number of legal documents and business records.

Social skills and competences	Long experience as sport trainer and Italian language teacher.
Computer skills and competences	Good user of Office package (Word, Excel, PowerPoint), Internet and CAT software.
ADDITIONAL INFORMATION	"MENSA" member; judo instructor with a wide experience in teaching (since 1980).

I authorise the use of my personal data in compliance with Legislative Decree 196/03.