Curriculum Vitae

Personal data

Paola Mariani

Vicolo Pompei 2c, I – 31050 POVEGLIANO (TREVISO) - Italy

Telephone +39 0422-772392   Mobile +39 339-2445450   Fax +39 0422-0231140

e-mail: maripaola@gmail.com website: www.paolamariani.com skype: paolamariani22
it.linkedin.com/pub/paola-mariani/32/957/b6 - http://www.proz.com/profile/46003 -
@PaolaMariani64

Nationality: Italian

Date of birth: March 27, 1964

Current profession

Freelance translator from French, English and German into Italian

Associate Member of AITI [Association of Italian Translators and Interpreters] (www.aiti.org)

Proz.com Certified PRO in German and French to Italian

Fields of specialization:

Corporate communication and marketing as well as company organization for the following industries: pharmaceutical / medical (general and specific information within specific associations, e.g. multiple sclerosis, cancer); nutrition; cosmetics; multilevel marketing; postal services; tourism

Law (contracts, court proceedings) – **Administration (**texts for Government boides of Swiss Confederation)

Environment (renewable energies, waste treatment, materials)

Informative texts for medicine and science

Paper & packaging

Health and safety at work

Work experience

1989 - 1998

Companies and business of the Triveneto area:
SIPA SPA – San Giacomo di Veglia TV - Italy
ELETTRONICA VENETA SPA – Motta di Livenza TV - Italy
SISTEMA SRL – San Polo di Piave TV - Italy
EUROSERVICES SRL – Treviso - Italy
FIERA DI TRIESTE - Trieste - Italy

Position | Executive Assistant

Activities and responsibilities | Internal and external relations, in-house translations

Sector | PET packaging machines (Sipa),Teaching tools (Electronic), Bridge barriers (Sistema), Internationalization SME (Euroservices), Fairs (Fiera TS)

Education	
1989	*Università di Trieste – Scuola Superiore per Interpreti e Traduttori* [University of Trieste –Advanced Institute for interpreters and translators] Degree in translation Languages: French and German. Score: 102 / 110.
1983	*Liceo Linguistico A. Moro* [high-school for foreign languages] – High School Diploma – Score 60 / 60
Notes	**Knowledge of English**: developed over the years with studies parallel to scholastic career and on the job; passed the First Certificate examine at the British Institute of Trieste in June 1990. I am able to translate texts from English into Italian with ease in my fields of specialization, as attested to by the numerous translations performed in the course of my freelance activity.
Others courses	Courses organized by the Association of Italian Translators and Interpreters (AITI) in various sectors relevant to the profession
Personal capability and expertise	
Relevant to the profession	As regards my profession as a translator, in addition to steadfast dedication to my work, I believe I have superb mastery of my mother tongue, an ability not to be taken for granted, and that I have acquired a sufficiently rigorous system to research and control my translated texts, so as unfailingly meet deadlines and the conditions set by customers.
Organizational and other	In my free time, I participated in volunteer services in the scholastic sector (teaching English at a nursery school) and I have been town councilor for social services and education (2009-2014). Now I am city councilwoman. I also love dancing (Argentinean tango et al.), reading, and cinema. These experiences have allowed me to develop an ability to relate well with others, to organize, and to balance my personal life with my family.
Information technology	Working as a freelance translator since 1998, I know how to use computer tools autonomously. I take on-going vocational training courses, and I have reliable technical assistance services. ***Computer Equipment***: HW / SW: PC System Core i7, Windows 10, fast ADSL connection Office 2010, CAT: DÉJÀ VU (DVX3) ; SDL TRADOS Studio 2014) TO3000 for jobs registration and management / invoicing, other standard auxiliary programs.
Notes	Willing to take translation tests and/or to send sample translations.