VALENTINA MENALE

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A highly motivated graduate seeking an entry-level position in the Foreign Languages field.

My degree, focused on Translation, has strengthened my good organisation skills, my ability to meet deadlines and to work both in a team and individually. Shortly after graduation, I moved to London where I successfully obtained a certificate to teach my native language.

My present career aim is to work preferably in one of these sectors, utilising the skills developed during my studies as well as my innate willingness to learn.

# Experience

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| 2016 - present | TRANSLATOR AND PROOFREADER – Game Localisation***Pole to Win – London, UK**** Translated and proofread content of the game
* Cooperated with fellow team-members to coherently run the project
* Ensured language would be appropriate to product target language, culture and audience
* Constantly interacted with the client to meet expectations and needs
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| 2016 - present | PRIVATE TUTOR – Italian * Created lessons based on students’ skills, interests and needs.
* Monitored, assessed, and remediated student performance.
* Developed comprehensive lesson plans that accommodated specific level of learners.
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| 2014 – 2015 | TRANSLATOR AND EDITOR – Online magazine***Formulapassion.it – Italy**** Edited, translated and proofread news and articles on sporting topics
* Attentively optimised the content for Wordpress, implementing SEO strategies
* Successfully managed the Facebook page of the magazine
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# EDUCATION

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| 2012 – 2015 | M.A. in FOREIGN LANGUAGES – Literary Translation***University of Naples “L’Orientale” – Naples, Italy***Key Topics: * English Language, Linguistics and Literature
* English to Italian Translation
* CAT tools
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| 2008 – 2012 | B.A. in FOREIGN LANGUAGES – Linguistic and Cultural Mediation***University of Naples “L’Orientale” – Naples, Italy***Key Topics: * English Language, Linguistics and Literature
* English to Italian translation
* German Language, Linguistics and Literature
* Translation Studies
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# other notable achievements

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| 2015 | CERTIFICATE IN LANGUAGE TEACHING TO ADULTS***International House – London, UK***Teaching Italian as a Second Language |
| 2015 | EIPASS – European informatics passport ***Directa School – Aversa, Italy***EIPASS 7 Modules:* Information Technology Foundations
* Basic management of Operational System
* Word Processing
* Spreadsheet
* Structured data management/Database
* Multimedia presentations/Slideshow
* Internet & Networking
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| 2012 | TRAINEESHIP AS TEACHING ASSISTANT – English ***“E. Fermi” High School – Aversa, Italy***Teaching English as a Second Language |

# SKILLS

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| Languages | Italian (native), English (professional), German (basic) |
| Soft skills | Keen eye for detail, quick learning, enthusiasm, reliability, politeness, critical thinking |
| IT | Windows OS, Microsoft Office, CAT tools, online tools, social media, Android |
| Interests | Reading, sports, videogames, high tech |