

# Alessandra Muzzi

## AMTRAD SERVICES

TRANSLATION AND LOCALIZATION SERVICES

Language pairs: **English > Italian, French > Italian.**

Fields of expertise: Information Technology, software localization, Web localization, games, telecommunications, industrial automation, marketing, business, enterprise management, health, nutrition, and wellness.

Proofreading and editing of Italian texts.

ATA certified EN>IT, AITI qualified member.

Certified according to UNI 11591:2015.

Cambridge Certificate of Proficiency in English (Grade A, CEFR Level C2).

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### Contact information

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Website: <http://www.amtrad.it>

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### Professional experience

Independent translator/localizer 1994 - present

*A selection of projects for direct clients and translation companies:*

Software localization projects	Other translation projects
<b>Percana</b> software and documentation	<b>Alpro/Provamel</b> soya products - brochures
<b>3Com</b> NBX NetSet Help (teamwork)	<b>Oracle</b> marketing material
<b>Microsoft</b> Office products	<b>Intel</b> marketing material
<b>Microsoft</b> Windows Server	<b>Cisco</b> Web content and press releases
<b>Microsoft</b> Technet articles	<b>Hewlett-Packard</b> presentations - white papers
<b>Microsoft</b> Azure cloud platform	<b>Symantec</b> marketing material and corporate communication
<b>Corel</b> Paint Shop Pro and Snapfire	<b>Vodafone</b> brochures
<b>Hewlett-Packard</b> Service Center (teamwork and onsite QA)	<b>Fortinet</b> Web pages - brochures
<b>Hewlett-Packard</b> enterprise software	<b>IBM-PWLM</b> training material
<b>Scansoft</b> Dragon NaturallySpeaking V.7	<b>Seagate</b> marketing material
<b>Oracle</b> Applications Help	<b>Trust</b> brochures
<b>Novell</b> Portal Services localization	<b>Rockwell Automation / Allen-Bradley</b> manuals/brochures
<b>TomTom</b> navigation systems: device interface	<b>Brocade</b> marketing material and Web pages
<b>Fujitsu</b> phone interface	<b>Datapaq</b> manuals/marketing material
<b>Datapaq</b> software (temperature profiles)	<b>Hitachi-Motorola</b> marketing material
<b>Esker</b> software (Document Process Automation)	<b>Arkadin</b> Web pages
<b>Arkadin</b> interface strings and guides	<b>Hyland Software</b> - Onbase brochures/case studies
<b>Qlik</b> products - User interfaces	<b>Nuance</b> corporate communications
<b>Ankama</b> games (from French)	<b>SAI Global</b> Web contents
<b>Shopify</b> Website (from English and from French)	<b>Qlik</b> products - User guides and training material
<b>NetMotion</b> Software	<b>Megger</b> electrical testing solutions - Brochures
	<b>Bruel &amp; Kjaer</b> manuals and website
	<b>Jaybird</b> headphones - descriptions
	<b>MongoDB</b> database - white papers and brochures

MTS Sensors Division manuals
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Other experiences:

2002 - 2018: provided training on IT tools for translators and software/Web localization at universities and private venues for individual translators and groups of translators (organized by AITI, educational institutions, translation companies, and AMTrad Services).

January - December 2003: Annual teaching assignment as part of the Master's Degree in Translation for Information Technology (Localization) at the Libera Università degli Studi S. Pio V.

2008: 36 hours of teaching as part of the POL\_AF master's degree in Translation and Technical Editing (module: Software Internationalization and Localization) at the Università degli Studi dell'Aquila.

2001 - 2018: published articles on software localization and CAT tools (see website, [www.amtrad.it](http://www.amtrad.it))

May 1985 – December 2000: Employment in a public organization in an executive position. It implied a constant use of software tools – MS Office, MS Outlook, Netscape Navigator, DataEase, Extra! (PC-to-host communication software), SQL for database queries – in a network environment based on Windows NT. (N.B. I started off as a part-time freelance translator in 1993.)

Feb 1984 – Apr 1985: Computer programmer at “Cooperativa per l'Informatica” (Rome).

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**Education***Università degli Studi “La Sapienza” – Rome*

1994: Postgraduate certificate in Translation

1993: Honors degree (B.A. equivalent) with distinction in English and French

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**Tools***Computer Resources:*

Operating System: Windows 10

Fiber-optic Internet access

Microsoft Office 2010 – Microsoft Office 2016

**Computer-aided translation systems and tools:** SDL Trados Studio 2019 – SDL Passolo 2015-2016 – Atril DVX3 – Star Transit NXT – Wordfast Classic & Professional – MemoQ 8.7 – Memsource Editor – ApSIC XBench 3.0.

*Other software tools known beside the above:***Online translation platforms:** XTM, Smartling, OneSky.**Content Management Systems:** WordPress.**Operating Systems:** all Windows platforms, MS-DOS.**Programming, query, and markup languages:** Java 2, Javascript, PHP, Visual Basic, Pascal, SQL, HTML, XML, CSS.**Databases:** MySQL, Access.*Ability to work on:*

Documents, presentations, tables, workbooks, databases, Visio files, FrameMaker files, Adobe Acrobat documents, Web pages, software strings, Winhelp and HTML Help files. Any online platform.

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**Other details**

*Workloads:* about 2000 words/day (translation)  
about 8000 words/day (revision)

