



Technical Translations

English / French ⇔ Italian

Professional profile

Personal details

Name and Surname: **Antonella Civran**
Date of Birth: **7 July 1969**
Place of Birth: **Venezia**
Address: **Via Vanoni, 6 – 6900 Lugano (CH)**
Telephone: **0041-79-2756483**
Nationality: **Italian**

Languages

Mother tongue: **ITALIAN**
1st language pair: **ENGLISH ⇔ ITALIAN**
2nd language pair: **FRENCH ⇔ ITALIAN**

Education

1989 – 1997 Ca' Foscari University Venice
Degree (*Laurea*) in Foreign Language and Literature
1984 – 1988 Liceo Scientifico Statale U. Morin Mestre (Venice)
Scientific School leaving certificate

Professional Qualifications

Freelance Translator since **1998**, after a 9 month translation on-the-job training course attended at Lexicon Translations S.a.s., in Mestre (Venice).

Work experiences

1997 – 2001 Lexicon Translations S.a.s. Venice
Project Manager and Technical Translator
▪ Translations project management; Customer Relations Management and Database Updating

Main Area of Expertise

Use and maintenance manuals

Some examples: air conditioners, automation, casting machines, control systems, water installations, incubators, packaging, milling machines, building maintenance, scaffoldings, pipe fittings and the like, valves, lifts, barcode reader, slot machine, honing machines etc.

Technical and commercial documents

Some examples: automation, newsletter, paint, boating, recovery of Venice Lagoon, security sheets, corporate communications, stand furniture, street furniture, technical sheets, aluminium disposal, audio systems, oscilloscopes,



Technical Translations

English / French ⇌ Italian

press releases etc.

Instruction manuals

Some examples: electric household equipments, remote controls, radio control car and motorbike, car stereo, baby carriages, prams and seat cars, barbecue, stereo systems etc.

Software and Hardware

Some examples: user manuals for printers and various softwares etc.

Training guides

Some examples: merchandising, business training, leather primer etc.

Web site texts

Some examples: presentations etc.

Others

Some examples: tourism, wine, sport, fashion, jewellery, business correspondence, cosmetics, banking documentation, brochures etc.

Software e Hardware

Operative System: Windows 2000

ADSL line + Modem-fax 56K

Word processing software and spreadsheet software

Terminology and memory management softwares.

Main source material

English:

- Technical, science and IT, IT and multi-media dictionaries
- Slang and idioms dictionaries
- Economics dictionaries
- Marketing dictionaries
- Media & Communication dictionary
- Business English guide
- Monolingual dictionaries

French:

- Technical dictionaries
- Slang and idioms dictionaries
- Monolingual dictionaries

Others:

- **Technical glossaries** which are regularly updated through Internet research and, where possible, checked and validated by customers
- Several encyclopedias