

Fabrizio Lencioni
Native Italian Professional Freelance Translator & Editor

2014



MISSION

Reliable and flexible solutions with ease

CONTACT INFORMATION

Calle Yanci, 16/4ª

20100 Errentería - Spain

T: 0034 629 980 079 / 0039 349 285 9144

@: fabrizio.lencioni@gmail.com

VoIP: [fabrizio.lencioni](https://www.skype.com/user/fabrizio.lencioni) (via Skype)

WORKING LANGUAGES

English (UK/US) into Italian (Native)

Spanish (Intl) into Italian

EDUCATION

Scientific High School

1991

University of Pisa

1996

ACADEMIC SPECIALIZATION

Foreign Languages and Literature, Linguistic, Visual Arts

PROFESSIONAL EXPERIENCE

Professional Technical Translator & Editor Since 2002

AREAS OF EXPERTISE

- Information Technology
- Software localization
- User Assistance Documentation
- User Manuals
- Style Guide
- Customer glossaries and terminology databases
- Virtual Machine
- Business Management Tools
- Telecommunications
- Security Solutions
- Hardware
- Automotive
- Multimedia Products
- Satellite Navigation Systems
- Medical Instrument
- Energy
- Marketing & Advertising
- Web Platforms

PRODUCTIVITY

SDL STUDIO 2011
SDL Trados Suite 8
SDLX 2005
IBM TM 6.1.7
Microsoft LocStudio 6.11
Microsoft Helium 6.1.2
Passolo 2011
Alchemy Catalyst 10
MemoQ 6.2
Novell Localisation Workbench 2.6
Idiom Worldserver Desktop WB 9.0.1.49
Microsoft Office suite 2010
OS Windows 7 Pro

WORKING METHOD

Accurate and flexible planning criteria with the adoption of the broadest resource pool: Glossaries and terminology databases, translation memories, dictionaries and thesauruses, online resources. Specific memory databases are built and constantly updated after any project completion. Advanced knowledge of word processing, spreadsheet, presentation, and database. Good communication skills and full availability during the completion of projects. Experienced in team managing and supervision for long term projects to cover the whole value chain - Translation, Reviewing, and Proofreading. Formatting and/or Desktop Publishing services are also available on demand.
Workflow average: 2000 up to 3000 translated source words per day.

PORTFOLIO*

The chance to provide localization, proofreading, and reviewing services related to Software and Documentation of most important IT Global Enterprises allowed to improving the linguistic advice business in details. Key features are reflected into the consolidation of the acquired competences in managing customer's terminology databases, and in the accurate analysis of project-specific guidelines during the production process through meticulous and efficient QA checks. With a careful workflow schedule management, it has been possible to undertake and complete long-terms projects, often supervising external partners recruited both for localization and reviewing stages. Mostly customer accounts result from the hard and reliable collaboration with various Translation Agencies all over the world. Active accounts currently include projects on behalf of IBM, Microsoft, Adobe, Novell, VMware, EMC, Avaya, Autodesk, Sony, Nokia, Clarion, Vidyo, Adec, Pfizer and others.

* **NOTE:** For an exhaustive version of the portfolio, including the most important and recently performed long-term projects, please do not hesitate to contact me.