

# Filipuzzi Teresa

## Curriculum vitae

### PERSONAL DETAILS AND CONTACTS

Name	<b>FILIPUZZI TERESA</b>
Address	<b>via Tagliamento, 3, 33038 San Daniele – UD – Italy</b>
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Nationality	Italian
Date of birth	07/09/1965
VAT reg. number	IT 02228890303

### EDUCATION

• 1984	Secondary school certificate at “Language Liceo”
• Languages learnt	German, Russian, English
• 1989	<b>University degree (4 years) in translation - Russian, English</b> graduated with full marks (110/110)
• Name and type of institute providing education	Scuola Superiore di Lingue Moderne per Interpreti e Traduttori di Trieste (High School of Modern Languages for Interpreters and Translators)
• Principal subjects covered	Russian and English literary and technical translation, business English, text analysis, basic elements of finance, law and medicine

### MEMBERSHIPS, ACCREDITATIONS

Since 2005



Qualified member of **AITI** (Italian Association of Translators and Interpreters) –  
(Association of professional translators authorized under the Italian law 4/2013 to certify training and professional activity)

### WORK EXPERIENCE

since 2001

#### FREE LANCE TRANSLATOR

#### Main work experiences as employee:

• from 10/1997 – to 03/2001	Executive secretary – translator (translation of business correspondence and tender, contract and technical documentation, interpreter in business negotiations)
• Name of employer	Consorzio Codest Engineering – Udine
• Type of business or sector	General contractor operating mainly in the former USSR countries; civil engineering, construction, interior design, HVAC installations
• from 02/1994 – to 09/1994	Assistant to the Company chairman
• Name of employer	PZ Progetti Group – Udine
• Type of business or sector	Civil engineering, construction, interior design company operating all over the world
• from 06/1992 – to 09/1992	Executive secretary – translator on construction site (Mobarakeh Steel Complex, Isfahan, IRAN)
• Name of employer	IRITECNA – Genova
• Type of business or sector	Steel-making plants, rolling mills
• from 02/1990 – to 06/1992	Translator in the Tender department
• Name of employer	CO.GE.IN – Udine
• Type of business or sector	Civil engineering, construction projects in the former USSR countries

## PERSONAL SKILLS AND COMPETENCES

<b>MOTHER TONGUE</b>	<b>ITALIAN</b>
<b>TRANSLATION SOURCE LANGUAGES</b>	<b>RUSSIAN – ENGLISH</b>
<b>COMPUTER SKILLS AND EQUIPMENT</b>	COMPETENT WITH WINDOWS ENVIRONMENT, WORD PROCESSING (WORD/EXCEL)
<b>CAT TOOLS</b>	SDL TRADOS STUDIO 2017
<b>SUBJECTS OF SPECIALIZATION</b>	<p><b>TECHNICAL:</b></p> <ul style="list-style-type: none"> <li>- ARCHITECTURE, CONSTRUCTION, CIVIL ENGINEERING;</li> <li>- MECHANICAL ENGINEERING;</li> <li>- HVAC, PLUMBING AND FIRE-FIGHTING SYSTEMS</li> <li>- TECHNICAL STANDARDS AND CODES</li> <li>- METALLURGY (in particular steel-making plants, rolling mills)</li> <li>- TENDERS AND SPECIFICATIONS (for civil, industrial and road construction projects)</li> <li>- MANUALS (installation, use and maintenance) AND TECHNICAL DOCUMENTATION IN GENERAL</li> </ul> <p><b>LEGAL:</b></p> <ul style="list-style-type: none"> <li>- BUSINESS AND CORPORATE DOCUMENTS (Articles of association, Powers of attorney)</li> <li>- CONTRACTS/AGREEMENTS: (lease, design &amp; build, employment, supply, non disclosure)</li> <li>- COURT AND LITIGATION DOCUMENTS</li> <li>- VITAL RECORDS</li> </ul> <p>- TOURISM (localization of tour operators' web sites, tourist information, gastronomy)</p>
<b>SEMINARS &amp; WORKSHOPS</b>	<ul style="list-style-type: none"> <li>- TRANSLATING WITH CAT TOOLS (TRADOS STUDIO 2017)</li> <li>- LEGAL ENGLISH : INSTRUMENTS FOR TRANSLATING ENGLISH LEGAL TEXTS</li> <li>- INTRODUCTION TO THE ITALIAN JUDICIAL SYSTEM AND LEGAL TERMINOLOGY</li> <li>- TRANSLATING FASHION ENGLISH</li> <li>- INTERNATIONAL SALES CONTRACTS</li> <li>- TRANSLATING FOR SICAV AND ASSET MANAGEMENT COMPANIES</li> <li>- WORDS &amp; WINES (WINE-MAKING AND WINE-TASTING)</li> <li>- TRANSLATING TOURIST GUIDES</li> <li>- QUALITY AND EDITING OF SPECIALIZED TRANSLATION</li> <li>- TRICKS OF MEDICAL TERMINOLOGY</li> </ul>
<b>BASIC FEES (SOURCE TEXT)</b>	<p>EN-IT 0.07 EUR/SOURCE WORD</p> <p>RU-IT 0.08 EUR/SOURCE WORD</p> <p>HOURLY RATE EUR 26.00</p> <p>SPECIAL RATES AND DISCOUNTS ON REQUEST (% MATCHES WITH CAT TOOLS)</p>
<b>AVERAGE THROUGHPUT</b>	2200-2500 WORDS PER DAY