

Europass Curriculum Vitae



Personal information

First name(s) / Surname(s)	Punto a capo di Casamassima Rosanna		
Address(es)	Piazza dell'Ulivo, sn -47854 Montescudo (Rn)-Italy		
Telephone(s)	0039 0541 983248	Mobile:	0039 3346217244
Fax(es)	0039 0541 983248		
E-mail	info@tradutex.com camaxaima@libero.it skype id: rosannacasamassima		
Nationality	Italian		
Date of birth	25/07/1959		
Gender	female		

Desired employment / Occupational field

Translator, proof reader, Interpreter, teacher En>It

Work experience

Dates	2002 - current
Occupation or position held	Freelance translator, proof reader, reviewer, teacher, interpreter
Main activities and responsibilities	Translating, proofreading, reviewing, teaching
Name and address of employer	Own Company
Type of business or sector	services

Education and training

Dates	1978-current
Title of qualification awarded	Technical and Literature Translator, Interpreter, Subtitling, voice over adaptation and translation Feb 2010
	Writing for the web-SEO and localization- Feb 2009
	Graduate in translation and interpreting English and French SSIT Bologna in 1983
	Diploma in English and French at the Linguistic High School S. Umiltà in Faenza in 1978
Principal subjects/occupational skills covered	From 1981 to 2002 worked as in-house translator and assistant to the export and General Manager of 3 main Italian Corporate

Name and type of organisation providing education and training	Liceo Linguistico Santa Umiltà, Faenza Scuola Superiore Interpreti e Traduttori Bologna Istituto Universitario Lingue Moderne Milano – University of Modern Languages-Milan 4- year course AITI Associazione Interpreti e Traduttori Andrea Spila, web writer-Proz.com																																								
Personal skills and competences	Organization and teaching in different courses for the community I live in: painting, English and Computer																																								
Mother tongue(s)	Italian																																								
Other language(s)	English French																																								
Self-assessment <i>European level (*)</i>	<table><tr><th colspan="4">Understanding</th><th colspan="4">Speaking</th><th colspan="2">Writing</th></tr><tr><th colspan="2">Listening</th><th colspan="2">Reading</th><th colspan="2">Spoken interaction</th><th colspan="2">Spoken production</th><th colspan="2"></th></tr><tr><td>En</td><td>C1</td><td></td><td>C1</td><td></td><td>C1</td><td></td><td>C1</td><td></td><td>C1</td></tr><tr><td>Fr</td><td>B1</td><td></td><td>C1</td><td></td><td>B1</td><td></td><td>B1</td><td></td><td>B1</td></tr></table>	Understanding				Speaking				Writing		Listening		Reading		Spoken interaction		Spoken production				En	C1		C1		C1		C1		C1	Fr	B1		C1		B1		B1		B1
Understanding				Speaking				Writing																																	
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En	C1		C1		C1		C1		C1																																
Fr	B1		C1		B1		B1		B1																																
	(*) <i>Common European Framework of Reference for Languages</i>																																								
Social skills and competences	Competences in dealing with people at any level, both as customers or suppliers or Bodies Representatives in my over thirteen years of experience at the export offices.																																								
Organisational skills and competences	Good organization capacities, boss of myself for many years. Ability to organize and lead a team of translators when necessary – Daily output for translation from 1000 to 2000 words/day																																								
Technical skills and competences	As I have translated all the technical brochures for the Companies I have worked for, as well as financial and commercial and legal documents (corporate law, contracts) met all foreign clients and dealt with all business matters from the layout of quotes to the rounding-off and signing of contracts, I feel quite competent in all what concerns business and marketing with a good knowledge of mechanical engineering. As a freelance I have translated for a wide range of topics, from EU resolutions concerning Telecommunications, real estate contracts, marketing and corporate brochures to children book, IT, web sites, localization, construction engineering, power generation, medical devices, diagnostic, etc. More information can be found on my profile at proz.com, see link below. Main expertise: mechanical engineering, power generation, medical devices, printers, robotics, corporate law, safety manuals, anti-corruption corporate literature																																								
Computer skills and competences	Good knowledge of Microsoft Office package- SDL Trados 2007 and Studio 2009 (recently acquired)																																								
Artistic skills and competences	Painting, reading, music and some sport in my leisure time																																								
Other skills and competences	Organization of English course for children during summer																																								
Driving licence	Car and motorbike driving licence																																								
Additional information	I am working on a steady basis with different agencies, but with Cosmic Global Ltd I have a special relationship: translation@cosmicgloballimited.com Mrs Pooja Another reference you can contact is Petros Dudis at p.dudis@vaneneberg.com and Mrs Andrea Poblete at andreap@trustedtranslation.com																																								
Annexes	http://www.proz.com/profile/106217																																								