

Matteo Meoni

Languages:

Italian: mothertongue speaker

French and English: fluent, both spoken and written language.

Language pairs:

English > Italian

French > Italian

Fields of Expertise:

- Business and commercial documents
- Wine and beverage industry
- Video games
- Transportation
- Textiles

Professional experience:

Actually working as an employee for an international forwarding company

September 2005: I have started my career as a freelance translator. My latest projects include the web site localization of Technical Novelties' Twist Mirror(French to Italian) and the translation of some documents relating to a transport network for the XX Olympic Winter Games Torino 2006(English to Italian).

Here below some of my most recent projects:

-Translation of business/technical documents:

- Mitsubishi Motors genuine parts (through agency)
- Hello (paper industry - through agency)
- Paperlinx (paper industry – through agency)
- Husqvarna (through agency)
- Byetta (Byetta pen user's manual)

-Translation of a helicopter manual of several hundred pages for a private client (French into Italian)

January 2003 – June 2005: commercial and import-export activity for various buying offices in the textile industry(correspondence, commercial documents, orders monitoring, accountancy, style and design, office duties).

September 2002 - Rome: simultaneous interpretation for France 3 TV broadcast "Des Racines et des Ailes" on history and culture of the early Roman civilization.

February 2002 – Florence: simultaneous interpretation for France 3 Tv broadcast "Des Racines et des Ailes" on Florence's life and culture during the Renaissance.

November 2001 – Florence : simultaneous interpretation and chuchotage at the UAAR National Conference.

Education :

2001: Graduated at School for Interpreters and Translators in Florence:

Graduated as an English simultaneous interpreter: final grade 100/100

Graduated as a French simultaneous interpreter: final grade 90/100

Title of thesis(both English and French): *The Textile Industry*

July 2001: Attended an upper-intermediate French course at school “IS – Aix en Provence”, France.

September 2000: Attended an upper-intermediate English course at Emerald Cultural Institute in Dublin, Ireland.

1998 : High School Accountancy Diploma at « Istituto Tecnico Commerciale P.Dagomari” in Prato. Final grade: 55/60

Computer skills:

Proficient in PC and Windows tools (Excel, Word). Daily use of Internet-related tools.