

CURRICULUM VITAE – MARIA GIOVANNA POLITO

Italian Translator since 2009 with VAT number

French > Italian; English > Italian.

Personal details

Name: Maria Giovanna

Surname: Polito

Date of Birth: 24/06/1984

Place of Birth: Battipaglia

Nationality: Italian

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Education

- 2008/2009: Degree in Comparative modern literatures, Università degli studi di Salerno. (Graduation Thesis in French literature; final mark: 110/110 with honours).
- 2005/2006: Degree in Occidental languages and cultural models, Università degli studi di Salerno (Graduation Thesis in Philosophy of language; final mark: 110/110 with honours)
- 2001/2002: Linguistic Diploma at “Liceo Beato Gaspare Bertoni”, Battipaglia.

Training

- 2013/2014: Editorial translation laboratory, Association Griò Sinergie Culturali, Bologna.
- 2013: How to translate acronyms and abbreviations in the medical field, Webinar, Proz.
- 2013: Exhaustive course in pharmaceutical translation, Webinar, Proz.
- 2013: Exhaustive course in medical translation, Webinar, Proz.

Work experience

- ◆ *Main Fields of Expertise:* Literature, Tourism, Business/Commerce.

— *Major Projects and Related Clients*

— BUSINESS:

- Fact sheets (TEVA, ASICS)

— COMPUTER:

- Brosix Software (D-Bros; <http://www.brosix.com/team/>); 2.000 words.
- FileViewPro Software (Solvusoft); 1830 words.
- Xpenditure app (Cardwise); 15.000 words.
- User manuals

— EDUCATION:

- Training course; 11.471 words.

— FINANCE:

- Financial Prospectus; 8.963 words.

— GAMES – VIDEOGAMES – GAMBLING

- Solitaire instructions.
- Texts about the history of casino games.

— GASTRONOMY:

- Menu; 1.096 words.

— GENERAL:

- Questionnaires (WA Networks)
- Blogs (rethnea.com; <http://www.wikio.it/search/maria+giovanna+polito>)
- FAQ (ASICS)
- Interviews, biographies, CVs.
- Press releases (ASICS)

— LAW:

- Licencing procedures, certificates, privacy policies, general conditions, location agreements, patents, data protection policies, antitrust compliance policies, interlocutory orders, writ of summons.

— LOCALIZATION:

- Numerous apps and descriptions for app stores: Persist, Mega Photo Booth, My Movies, Canabalt, Pixable, Persist, InBody, Mileage Keeper, iAuditor, Selfie X, KeyboardsMania, Shattersongs, Canasta, Speed Rating Lt. Classic Freecell Solitaire, TnL, CT 2.0, Long Journey.

— MARKETING:

- PowerPoint presentations, commercial emails, brochures, descriptions of e-bay ads, product catalogues.

— MEDICINE:

- Review article (Direct client):
"Physical activity in prevention and treatment of the metabolic syndrome"; 6.900 words.

- Instrument instructions and surveys addressed to doctors.
- PHARMACEUTICAL INDUSTRY:
 - Material Safety Data Sheet (MSDS) (CARUS); 10.104 words.
- PSYCHOLOGY:
 - Review articles (Direct clients):
 - "Using ELearning Techniques to Support Problem Based Learning Within a Clinical Simulation"; 3.800 words.
 - "Evaluating web sites: exploiting user's expectations"; 14.000 words.
 - "Narcissism, Sexual Refusal and Aggression: Testing a Narcissistic Reactance Model of Sexual Coercion"; 12.200 words.
 - "Sexual Attitudes and Activities in Women with Borderline Personality Disorder Involved in Romantic Relationships"; 5.300 words.
 - "Sexual Narcissism: A validation study"; 4.300 words.
 - "Emotional interference in obsessive-compulsive disorder: A neuropsychological study using optimized emotional Stroop test"; 4.400 words.
- RELIGION:
 - Articles for Gospeltranslation.org (Voluntary collaboration)
- SURVEYS:
 - Surveys in different fields: building renovation, psychometrics, genetics, automotive.
- TOURISM:
 - Hotel descriptions, touristic websites, audioguides for museums.
 - Descriptions of tourist tours and activities (GetYourGuide)
- WEB SITES:
 - FileViewPro (<http://www.fileviewpro.com/>)
 - Coral Sea Resorts (<http://www.coralsearesorts.com>)
 - Pension Hibiscus (<http://hibiscusladigue.com/it>)
 - Xpenditure (<https://xpenditure.com/it/>)
 - GetDigital (<https://www.get-digital.it>)

Moreover I made some transcriptions of calls following the Truth Guidelines.

Other

Occasional collaboration with the Association of art and culture "Avvenire", via Venezia, 2 – Battipaglia (SA) as translator, organizing secretary and mediator between foreign guests and the association.

From February 2008 to June 2008, didactic tutor for the chair of French language of the Faculty of Foreign Languages and Literatures of the University of Salerno, to support and help students.

Hardware

- *Personal Computer* – Processor: 1.8 GHz Intel Core i5; RAM: 4 GB; Hard Disk: 128 GB.
- *Printer/Scanner/* – HP deskjet F4280.
- *Modem*.

Software

- *Operating System* – OS X 10.8.2
- *Application Programmes* – Microsoft Office 2011; Safari; Adobe Reader 11; The Unarchiver 3.5.1, POEdit, MemSource Editor, QtLinguist, UltraEdit, Jubler, CafeTran.

Internet

ADSL Internet Connection

Hobbies and personal interests

Playing piano, singing and reading.

