

Curriculum Vitae



Silva Riganelli

3707 Portsmouth Ct
Old Hickory TN 37138

Celi +1 615 916 7750

Experience:

Studio Legale Cortese, Di Castro, Fano, Gori - Rome, Italy

Since 08/2022

Translation of Trusts, Articles of Associations, Bylaws for the Studio's international customers.

Blend (formerly Onehoutranslation.com) - online translation company

Since 02/2010

Certified translator for www.Blend.com (internal level: Diamond) rated 4.90/5 either from English or French to Italian. Specialized in IT technical and Websites, Medical and Legal translations, Movie subtitles.

Main customers: Israelian Tourism Office, AFIRE, Norwegian Ministry of Culture,

Voiceover: Since a few months, Blend started providing voiceover services, being an actress since 2010, I've done many in Italian, English and French.

Società Italiana di Radionica e Radiestesìa - Rome, Italy

2018

Translation of books (The Healer - J. Temple; The Healing Mind - T. Edward Ross) from English to Italian

Società Dante Alighieri - Manila, Philippines

01/2010 - 04/2011

Worked as translator for many different documents and certificates for the Italian Embassy. Also worked as teacher and interpreter for Italian tourists.

Intellithink Inc. - Manila, Philippines

09/2010 - 03/2011

Worked as consultant in authoring and translating (from English into foreign languages and v.v.) End Users Manuals for financials, manufacturing and inventory applications, users training.

Teacher of Italian language to foreigners, activity of back-office work (such as invoicing, purchasing, cash collection) and assistant.

Aresoft Srl - Rome, Italy

10/2007 - 06/2009

Worked as consultant: training and translation of manuals.

University of Rome - La Sapienza

01/2006 - 05/2007

Worked as assistant to the Electronic Engineering Department Director, I used to translate technical sheets from Italian to English, prepare technical presentations in Power Point, etc.

Vibora Business Solutions, Las Vegas, NV

08/2001 - 12/2005

Senior consultant: training to end users, development and translation of manuals, translation of web sites.

Oracle Corporation, Redwood City, CA

6/1996 - 11/1999

Worked for several years in Italy as consultant including production and translation of manuals, localization of web sites and working processes, management of trainings for clients.

Also worked as Local Project Manager in an implementation project of an Oracle application.

American Express Company Spa, Rome, Italy

5/1995 - 5/1996

Direct report to the Legal Director of AEC Italia, assistant for all legal matters, company meeting of board of directors, and all legal requirements for the Italian branch of AEC.

Hewlett Packard Italia Spa, Rome, Italy

6/1980 - 2/1992

During the 12 years in HP, started as sales admin for replaceable and consumable parts (2 years), then worked in order processing as group leader (3 years), cash collection (2 years), sales contract administration (2 year) and support contract administration as supervisor (3 years) of a group of 10 people.

Education, Trainings & Certifications

Date	Training Name	Location
2007	Cambridge Certificate Proficiency English - British Council	Rome, Italy
Dec 1999	Oracle Applications Human Resources Rei. 11 (Functional and Technical)	Milan, Italy
July 1999	Oracle PL/SQL	Rome, Italy
Feb 1999	Oracle Applications Implementation Methodology (AIM) 2.1	London, England
Jan 1999	Oracle Order Entry, Financials, Training Administration Bootcamp	Oxford, England
July 1998	Oracle Account Receivable Rei. 11	Orlando, FL
June 1998	Oracle General Ledger Rei. 11	San Francisco, CA
July 1982	Bachelor's degree in Modern Foreign Languages and Literature	Rome, Italy

July 1977	High School Diploma	Rome, Italy
-----------	---------------------	-------------

Skills

Skill Name	Skill Level	Last used
iOS	Expert	Currently used
Windows XP	Expert	Currently used
Microsoft office / Openoffice	Expert	Currently used
English language	Expert	
French language	Expert	
German language	Medium	
Italian language	Mother tongue	
CAT Tools	None	

Personal Information

Address: 3707 Portsmouth Ct - Old Hickory TN 37138

Phone numbers: Cell: (+1) 615 916 7750

E-mail address: sriqanelli@gmail.com

Citizenship: Italian

Date of Birth: February 15th, 1957

I authorize the use of my personal data in compliance with Legislative Decree 196/03.