
Giulia Bastianelli

Via Veneto, 5 – 57124 Livorno, Italy
tel. 328 0726144, e-mail: giuliabastianelli@hotmail.com

WORK EXPERIENCE

Translator and Proofreader in a Publishing House (Sillabe, Livorno)

May 2001-present

Translation, editing, and proofreading EN > IT, IT > EN, FR > IT, IT > FR.

Work includes exhibition catalogues, art essays, museum and city guides, books for children, brochures, articles.

Other duties: website updating, press office, commercial competences.

Administrative Assistant in a Recording Studio (Spazi Sonori, Livorno)

March 2000-April 2001

Administrative and general office duties.

Word processing.

Import-Export assistant in a Shipping Agency (General Export, Livorno)

December 1999-February 2000

Import-Export documents.

General office duties.

EDUCATION

Postgraduated Certificate in Literary Translation, 2002

University of Florence, Italy

Master in Italian Language and Literature, 2001

University of Pisa, Italy (110/110)

High School Diploma in Foreign Languages, 1994

(60/60)

OTHER QUALIFICATIONS

Foreign languages: Italian– native, English– fluent, French– fluent, German– intermediate, Spanish– elementary

Computer: PC and Macintosh – Microsoft Office, , Adobe Indesign CS, Adobe PhotoShop, Adobe Acrobat, Quark Xpress, Filemaker Pro

Travel/Work abroad: England, France