



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s)	Nera Miskovic		
Address(es)	Via Arturo Martini 51, Arcade Tv 31030; Italy		
Telephone(s)	+39 0422774975	Mobile:	+39 348 3394583
E-mail	Neramis72@gmail.com		
Nationality	Croatian / Italian		
Date of birth	02/06/1972		
Gender	F		

Desired employment / Occupational field

Italian language trainer
Ita – hr hr -ita en –hr translator

Work experience

Italian and English trainer / Freelance translator (It-Croatian; En-Croatian; Croatian-It)

Dates	2010 – current occupation
Occupation or position held	Italian and English language trainer (private lessons to students of different age)

Translating, interpreting (language support services) and reviewing for the following companies and translation agencies:
Globe Group srl, Foligno Pg (mostly technical translations, manuals, etc.); Dotwords Srl Milano;
Inlingua, Padova;
Axis Group Holding, Italy
Ciklopea Zagreb, Croatia
Carereseach srl, Silea Tv (Specialized in Eu tenders and relative projects concerning European Funds);
AlfaBeta, Roma

Occasional collaborations with:
Centro Studi Ateneo Padova, Euroservices Traductions, Metasapere sas Conegliano, Tv, Sipe
Tecnologie srl, Castelfranco Veneto, Tv

Name and address of employer	Self employed
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Dates	2011 –
Occupation or position held	English and Croatian language Teacher at Inlingua Treviso Srl
Type of business or sector	Teaching and Education

Dates	2010 - 2011
Occupation or position held	Croatian and Italian language Teacher at Metasapere Sas Conegliano, TV

Dates	1998 - 2014
Occupation or position held	Employee (export department) at Maglieria Bacchelli Livia Srl, Spresiano Tv
Type of Business or sector	Knitwear Production

Main activities and responsibilities	Responsible for relations with international customers and national and international suppliers; Translation of various documents, offers, letters, contracts, etc.
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Dates	1997 - 1998
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Occupation or position held	English language Teacher
Employer's name and locality	Nautical high school Institute of Bakar, Rijeka, Croatia
Type of Business or Sector	Teaching and Education
Dates	1993 – 1997
Occupation or position held	Italian and English language Teacher (occasional collaboration)
Employer's name and locality	Izvor '91 (Foreign Languages Institute), Jordanovac 5; Zagreb Croatia
Type of Business or Sector	Teaching and Education
Dates	1995 - 1997
Occupation or position held	Italian – Croatian and Croatian – Italian translator and Interpreter (Language support)
Employer's name and locality	Domus international d.o.o. Zagreb
Type of Business or Sector	Translation

Education and training

Dates	1997
Title of qualification awarded	Bachelor's Degree in Italian and English Language and Literature
Principal subjects/occupational skills covered	Italian and English language, teaching and translating skills; Italian and English Literature, culture and civilization; teaching Italian and English language as a foreign language
Name and type of organisation providing education and training	University of Zagreb Faculty of Humanities and Social Sciences.
Dates	1990
Title of qualification awarded	High School Diploma
Name and type of organisation providing education and training	Golden West High School, Visalia, CA, USA
Dates	1986 - 1989
Name and type of organisation providing education and training	Art and Culture Gymnasium in Italian language in Rijeka, Croatia

Personal skills and competences

Mother tongue(s) **Croatian / Italian (bilingual)**

Other language(s) **English, German**

Self-assessment

European level (*)

Language

Language

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
English	C2		C2		C2		C2		C2
German	A2		A2		A2		A2		A2

(*) [Common European Framework of Reference for Languages](http://europass.cedefop.europa.eu)

Social skills and competences Ability to work in a team and under pressure gained through my experience as a translator of European tenders and projects; ability to handle stress; ability to work in a competitive environment; excellent people skills;

Organisational skills and competences Ability to deal with short deadlines; precision and responsibility; excellent organisational skills that are essential when working on important translation jobs.

Computer skills and competences	Good command of Microsoft Office™ tools Studio Trados 2011, 2014 Memsources, MemoQ
Driving licence	B