

# Diana Osti

## translator

Via Barbaroux 25 Turin, Italy 10122  
Tel. +393466347403, Email: ody\_santippe@hotmail.it

### Personal summary

A multi-skilled, reliable and talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas and can communicate clearly and effectively with people from all social and professional backgrounds. Well mannered, articulate and fully aware of diversity and multicultural issues. Flexible in the ability to adapt to challenges when they arise and at the same time remaining aware of professional roles and boundaries.

Would like to work as a translator for a successful and ambitious company that offers great opportunities for career development and progression.

### Professional experience

2012 - 2013 Working for an International Phd Office providing a translation and interpretation service to clients where needed. Involved converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible.

2009 – 2010 Translator and reviewer for Rusconi Publishing House

### Academic qualifications

Laurea *cum laude* in Comparative Literatures, University of Turin, Italy

### Skills

Able to prioritise work, able to work to tight deadlines, excellent communication and social skills, highly skilled in Word, Excel and Microsoft Outlook, able to fluently read English, French, Portuguese and Arabic. Able to translate from **English, French, Portuguese** and **Arabic** as source languages to Italian as target language.