

CURRICULUM VITAE  
EUROPASS



PERSONAL INFORMATION

First Name/ Surname	<b>GRAZIA ROTONDO</b>
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Mobile	+39 329 4144221
E-mail	gra.rotondo@libero.it
Nationalities	Italian and Australian
Date of birth	29 July 1980

WORK EXPERIENCE

Dates	2014 – present
Occupation or position held	<b>FREELANCE TRANSLATOR specialised in Legal translation ITA &lt;&gt; ENG; ITA &lt;&gt; FR</b>
Main activities and responsibilities	Translation of Italian texts into English and into French; Translation of English and French texts into Italian. especially in the <i>Legal</i> field
Type of business or sector	Certified translations from Italian into English and from Italian into French
Main subject	<b>Criminal Law</b>
Name and address of employer	Public Prosecutor's Office at the Court of Messina Criminal Division at the Court of Messina Public Prosecutor's Office at the Court of Appeal of Messina Court of Appeal of Messina – Criminal Division
Type of business or sector	Certified translations from Italian into English and from English into Italian
Main subjects	Birth certificates, Degree Certificates, formal letters, Decree absolute, General Criminal Records Certificates.
Name and address of employer	Private clients
Type of business or sector	Translation from Italian into English
Main subject	Political Economy Articles
Name and address of employer	Prof. Maurizio Lanfranchi _ Associate Professor of Economics _ University of Messina

Dates	August 2016 - present
Occupation or position held	<b>COURT INTERPRETER</b>
Type of business or sector	Court interpreting Ita <> Eng; Ita <> Fr.
Main subjects	Humanitarian protection and refugee status; European arrest warrant and surrender; Smuggling of migrants.
Name and address of employer	Court of Messina Court of Appeal of Messina – Criminal Division

## EDUCATION AND TRAINING

Dates	October 2014
Title of qualification awarded	Registration in the Register of Sworn Interpreters and Translators English and French
Name and type of organization providing education and training	Court of Messina
Dates	August 2014
Title of qualification awarded	Legal English Plus course
Name and type of organization providing education and training	Cambridge Law Studio Girton College _ University of Cambridge
Principal subjects/ occupational skills covered	Commercial legal vocabulary in context; The terminology of commercial contracts; Practice in modern contract drafting; Accurate modern letter-writing skills; Negotiating skills; Forms of business in the UK; Company law and its vocabulary; Presenting information and legal opinions; Comparing styles – Legalese and Plain English.
Dates	June 2014
Title of qualification awarded	Registration in the Association of Assessors and Experts as Translator and Interpreter for English and French languages - N° 368.
Name and type of organization providing education and training	Chamber of Commerce of Messina
Dates	November 2010 – March 2014
Title of qualification awarded	BA degree in Languages, foreign literatures and techniques of linguistic mediation _ Translation and Interpreting.
Final mark	108 out of 110

Dissertation

*Translation from English into Italian of the case-law of the European Court of human rights, concerning Article 10 of the European Convention on Human Rights.*

Name and type of organization  
providing education and training

University of Messina \_ Department of Ancient and Modern Cultures

Dates

July 2013

Title of qualification awarded

Academic English and Translation Skills

Name and type of organization  
providing education and training

London Metropolitan University  
84 Moorgate, London EC2M 6SQ

Dates

August 2012

Title of qualification awarded

General French and Interpreting course

Name and type of organization  
providing education and training

Alliance Française of Rouen  
80 Boulevard de l'Yser, 76000 Rouen, France

### Personal skills and competences

*Mothertongue*

**ITALIAN**

*Other language(s)*

**ENGLISH**

**FRENCH**

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
C1	C1	C1	C1	C1
English Language 1st and 2nd - University Exams				
C1	C1	C1	C1	C1
French Language 1st and 2nd - University Exams				

*Levels: A1/2 Basic user - B1/2 Independent user - C1/2 Proficient user*

*Common European Framework of Reference for Languages*

### Computer skills and competences

Competent user of Microsoft Office programmes .  
Competent user of Social Networks  
Professional user of CAT software (MEMOQ)