

Personal Details

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Certifications

- Università degli Studi di Milano – FACOLTA' DI GIURISPRUDENZA – Graduate – March 1987
- Cambridge University UCLES – Certificate of Proficiency in English - 1999
- AITI (Associazione Italiana Traduttori e Interpreti) Lombardia – Certificated Legal Translator Italian/English and English/Italian -2003
- Theory and Methodology of TESOL - 2006
- IUFP Lugano: FFA1 (Master per formatori di adulti) - 2009

Work Experience

January 2010 – to date : STUDIO LEGALE ICHINO BRUGNATELLI E ASSOCIATI, SPECIALIZING IN BUSINESS LAW AND LABOUR LAW (MILAN)

Job Title: Member of International Clients Team

Job Description: Translating legal documents, balance sheets, contracts; swearing translations by Milan's Court; translating legal opinions; managing relationships with clients from overseas, organizing training and events.

July 2005-December 2009: ABERCROMBIE & FITCH EUROPE (NEW ALBANY, OH – USA; MENDRISIO – CH)

Job Title: Start-Up Specialist

Job Description: Project organizer for setting up in London (Store opened in Spring 2007) and Italy (Store opened in 2009) – Hiring new personnel and organizing their training.

Refreshing Course Attended : ACTDEC level four course conferring Senior ESOL Teacher Status (Diploma in the Theory and Methodology of TESOL – Teaching English to Speakers of Other Languages)

Corporate Training Course Attended: "Diversity and Inclusion", by A&F Executive Diversity Council

Topics: strategy for creating a more diverse and inclusive culture, focused on the elements and drivers of organizational change. Such elements include: Leadership, Communication, Employee Involvement, Education & Training, Measurement and Accountability & Policy and System Integration.

October 2001-June 2005: BINDA ITALIA SPA (MILAN)

Job Title: Project Manager

Job description: Project organizer for setting up abroad (USA, Spain).

Tasks:

- Drawing Company Mission, Vision, and Values for new branches abroad. Organizing training activities for new associates accordingly.
- Translating legal documents; keeping contacts with external law consultants.

September 1999-September 2001: MERRILL LYNCH CAPITAL MARKETS BANK (LONDON, AND REGIONAL OFFICE OF MILAN)

Job Title: Editor - Research Department.

Job description: Organization and control of corporate language style in Corporate Communication.

Tasks:

- Editing and translating documents
- Producing *Italy In Brief* biweekly Report
- Training overseas teams about Corporate Language Style.

Free-Lance Work Experience

1988- 1998: BBDO ADVERTISING – LONDON

Job Title: Free-lance copywriter and translator

Job description: Copywriting and adapting campaigns for overseas Countries (especially, Italy).

Translating headlines, copy, and commercial literature English<->Italian

Under current regulations for data and privacy protection, with special reference to Italy Legislative Decree 2003/196, I hereby allow you to use the above information for the sole purpose of your appraisal of my application. Milan, 28th November, 2012