

EVA MARANO

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Foreign Languages and Communication, and Interpretation and Translation graduate, attended a professional course in Human Resources. Has experience in translation, proofreading, transcription and subtitling, and customer service. Flexible, keen to learn, and friendly, works greatly in multicultural environments. A determined team player with great organisational and management skills, can work on own initiative, managing own time and prioritising workload. Detail-oriented with ability to multitask. Works greatly under pressure in a calm and efficient manner. Is a member and supporter of no-profit associations and organizations, carrying out events planning activities, also as a coordinator and communication manager. Profile completed by an advanced knowledge of the English and Spanish languages, acquired thanks to important periods of study abroad.

Employment

Freelance Script and Video Reviewer

04/2017 – Current

Reviewing scripts and dubbed audio for lip-sync dubbing projects, mostly for Italian contents.

Freelance Translator and Proofreader

10/2013 – Current

Italian-English-Italian and Italian-Spanish-Italian translation, proofreading, localization and revision of legal and contractual documents, and terms and conditions; music, interior design, health and fitness articles; products listings; information and advertising material; software and websites; technical manuals; medical research papers and articles for several companies, among them Wheditech S.r.l., Outsider Magazine, Gilia ITALIA, MyProtein, Digital Attitude, Methodos, PolyWorld Systems Srl.

Freelance Subtitled, Translator, Editor and QCer

01/2013 – Current

Origination, time coding, transcription, translation, proofreading and quality checking of movies, documentaries, TV series, anime, cartoons, as well as title research and localization of audiovisual contents' synopses from English into Italian, for companies such as IYUNO Media Group, Plint, ZOO Digital, Acclaro, Sub-Techs, Deluxe Localization Sfera, Somewhere Studio Srl.

Freelance Editor

02/2015 – 07/2018

Studio Zebra – Bergamo (Italy)

Editing and proofreading of foreign languages teaching coursebooks.

Customer Service Executive

05/2016 – 10/2016

Booking.com – Milan (Italy)

Phone and online support to the websites' customers and partners, in Italian, English and Spanish, regarding issues or doubts about reservations of accommodations around the world.

Event Operations Manager

04/2015 – 10/2015

EXPO 2015 S.p.A. – Milan (Italy)

- Assistance and support to visitors and participant countries.
- Safety and security emergencies management, spaces custody and surveillance.
- Issues signalling to the Operations Centre to activate the services necessary to solve them.
- Queues and reception areas management and support to Site opening and closing operations.

Search Engine Evaluator

09/2014 – 01/2015

Leapforce

Feedback to ensure that Internet search results are comprehensive, accurate and timely, and are spam-free and relevant to the searcher's intent.

Publisher Assistant Intern

05/2013 – 09/2013

Pearson Longman Inc – Milan (Italy)

- Marketing research, competitor analysis and evaluation, design of a new English coursebook for the first two years of secondary school.
- Proofreading of two English courses for primary and secondary schools.
- Editing and formatting tasks.

Education

MA in Specialised Translation and Conference Interpreting, 2015

Faculty of Interpreting, Translation, Linguistic and Cultural Studies, IULM University – Milan (Italy)

2:1 Master's Degree, majoring in English and Spanish.

- Abroad student, at the University of Leeds (Leeds, UK), as an Erasmus+ student and thesis researcher, for a period of 3 months.

BA in Sciences for International Communication, 2012

Faculty of Foreign Languages and Literatures, University of Catania – Catania (Italy)

2:1 Bachelor's Degree, majoring in English and Spanish.

- Abroad student, at the University of Cantabria (Santander, Spain), as an Erasmus student, for a period of 9 months.

Training and Certifications

- Google Digital Training, with certification obtained in April 2017.
- HR Specialist professional training course promoted by Adecco Italia S.p.A., with a duration of 120 hours, with certification obtained on 04/03/2016.
- Basic course for the usage of the translation software SDL Trados Studio 2015/2017, with first level certification obtained in January 2016.
- ECDL - European Computer Driving Licence.

Languages

- Native Italian speaker
- Fluent (C1): English and Spanish
- Basic (A2): Portuguese

Technical skills

- Microsoft Office suite: Word, Excel, PowerPoint, Access, Outlook
- CAT Tools: SDL Trados Studio, SDL MultiTerm, MemoQ, SmartCAT
- Subtitling software: VisualSubSync, AegiSub, Subtitle Edit, STAR Transit

Additional information

Born on 23/06/1988 (32 years old).

Driver license B holder. Availability for business trips.