

# ELISA SPINELLI

## Translator and Interpreter

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## Languages:

**Italian:** Mother tongue  
**English:** Excellent  
**Spanish:** Excellent



## Introduction

(Brief description about me and what I have done until now)

Guided by the desire to be the bridge that enables people with different languages and cultures to communicate, I studied (Bachelor's and Master's degree) to become a translator and interpreter, then I started working as a **freelance translator and interpreter** (while I was still studying) and finally I moved to Barcelona, Spain, to work as a **translator trainee** in an important translation company.

There I had the opportunity to put in practice my translation abilities on a daily basis and I started **Post-Editing** (at the moment I can post-edit from 6.000 to 9.000 words per day, depending on the quality of the automatic translation), **managing and storing translation memories** (via **Translator Workbench**), converting PDF documents to editable ones to be translated with CAT Tools and I learnt much more about **CAT Tools**.

In the mean time, I started translating **travel and tourism documents**, and now, as a freelancer, that is my main field of specialization. I have also translated contracts, advertisements, and medical leaflets. Thanks to this last kind of material, I realized I am very interested in **Life Science translations** and I am currently specializing in the field.

Learning more about specific fields and creating specific glossaries for an interpreting job is a passion; understanding every nuance of a source text to translate and adapt it to the linguistic and cultural background of the reader, is a challenge. **Understanding the customer's needs** is crucial for me, and I can grant him/her **accuracy, precision, reliability and respect for the deadlines**.

## WORK EXPERIENCE

### Translator trainee

**Nova Language Services** - Barcelona, Spain – October 2014 to March 2015

Post-editing and translation of articles (300.000 words post-edited, with an average of 6.000 to 9.000 post-edited words per day) for the website unComo.com (unCome.it in Italian), from Spanish to Italian;

Translation from Spanish and English to Italian of touristic documents (websites and leaflets mainly), of some advertisements and some medical leaflets;

Translation memory management and storing.

Conversion of PDF files to editable format documents. Daily use of Cat tools (Memoq, Trados), Office, Adobe ABBYY, IBM Notes.

### Translator and Interpreter

**Freelance** - Spain and Italy - March 2012 to August 2014

#### Translations (before starting the traineeship):

- English > Italian translation of a Procurement and Construction Contract (14.000 words).
- English > Italian translation of a scientific paper concerning psychology.
- English > Italian translation of general articles for the website [www.truccofinanza.it](http://www.truccofinanza.it)

- Italian > Spanish translation of a Power Point file used during an explanation on fiscal issues.
- Spanish < > Italian translation of mails concerning sale, rent and furniture of flats between Italian privates and a Real Estate Agency based in Costa Rica.

**Simultaneous Interpretation during the following conferences:**

- Italian < > Spanish: Conference *Lo bello y lo sacro en el arte* held at the Spanish Embassy to the Holy See.
- Italian > Spanish: Conference *Consumatori: il futuro delle conciliazioni paritetiche, della mediazione e dei reclami* organized by the Consumers' Forum, at Unioncamere, Rome
- Spanish > Italian: Conference of Manuel Rivas Zancarrón: *Metodología de la investigación en fonética histórica*.
- Spanish > Italian: Conference about Cirilo Villaverde held by the Cuban writer Reynaldo González.
- Spanish > Italian: Conference: *Analisi e comparazione delle lingue dalla prospettiva dell'interazione*.

**Consecutive, chuchotage and dialog interpreter during the following events:**

- Italian <> Spanish during a Nespresso event (presentation of a new product) held in San Sebastián, Spain, during the trade fair San Sebastián Gastronomika 2014, between the Italian sommelier invited and the Spanish audience.
- English <> Italian: during a 4-day-course concerning a drilling machine (how it works and mechanical, hydraulic and electronic issues) held by a representative of the German company that produced it and addressed to the Italian drillers, mechanics and electricians of the company Hydro Drilling International.
- Spanish > Italian during the conference *Ex mattatoio: un bene non comune*. It was one of the events organized during the Biennale of the Public space held in Rome.
- Italian <> English for James Ennis, the American president of the Catholic Association I.C.R.A., for Christopher Thompson, auditor, and for the Italian representatives of the Association, during many meetings (for 8 days) dealing with agriculture, religion, human rights, poverty, climate change and economic and legal issues. Some of them are the following:
  - Meeting of the Association concerning budget, articles of association and future projects of I.C.R.A.;
  - Meeting with the Italian representatives of the some Catholic NGOs;
  - Meeting at FAO with the representatives of the Ad Hoc group aimed at promoting sustainable agriculture and at eliminating hunger in the World;
  - Meeting with Monsignor Mario Toso, secretary general of the Pontifical Council for Justice and Peace;
  - Meeting with Monsignor Camilleri, sub secretary of the Section for Relations with States Of the Vatican Secretariat of State;
  - Meeting with Cardinal Burke, Prefect of the Supreme Tribunal of the Apostolic Signatura.

## **EDUCATION AND TRAINING**

**Master's degree in Translation and interpreting – Full marks and honour**

UNINT University of Rome – Rome, Italy – March 2014

**Summer course *International Conference Interpretation Practicum***

Universidad Internacional Menéndez Pelayo - Santander, Spain – August 2012 (50 hours)

**Summer course in Spanish language – Advanced**

Universidad Internacional Menéndez Pelayo - Santander, Spain – July 2012 (90 hours)

**Summer course *Intensive Advanced English***

School of Management and Languages, Heriot-Watt University - Edinburgh – August 2011 (75 hours)

**Bachelor's degree in Applied languages and translation – Full marks and honour**

Università degli Studi di ROMA 'La Sapienza – Rome, Italy – October 2008 to July 2011

**Scientific Certificate – Full marks**

Liceo Scientifico A. Righi, Cesena (FC), Italy – July 2007

## **SKILLS AND ABILITIES**

**Professional skills:** Italian, Spanish, English, verbal and written communication, Translation, Post-editing, Simultaneous interpreting, Consecutive interpreting, Dialogue/liason interpreting, SDL Trados Studio 2011 and 2014, SDL Multiterm 2011, Memoq, Translator Workbench, WinAlign, Windows, Mac OS, Microsoft Office, Adobe ABBYY, IBM Notes.

**Personal skills:** customer-oriented attitude, ability to work under pressure, planning and organization, respect of the deadlines, manage in diverse and multicultural environments, teamwork, personal initiative, perseverance, motivation, positive attitude and, in particular, a strong will to grow, enhance my skills and learn new ones.

Barcelona, 25 of March 2015

Elisa Spinelli

A handwritten signature in black ink that reads "Elisa Spinelli". The signature is written in a cursive style with a prominent initial 'E'.