

LAURA GERMOGLIO

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ENG / DEU / JAP -> ITA

Professional Summary

Experienced, reliable, and detail-oriented professional with a proven track record in translation, proof reading and transcription quality management. Adept at leading and mentoring teams to achieve high-quality standard. Strong linguistic skills combined with a deep understanding of transcription standards. Committed to maintaining accuracy, efficiency, and client satisfaction, with a proven ability and awareness of diversity and multicultural issues.

Skills

- **Language Proficiency:** fluent in Italian, with a strong understanding of regional dialects and idiomatic expressions.
- **Communication:** Effective communicator with clients, team members, and stakeholders.
- **International Computer Driving License (ICDL):** information and communication technology and digital literacy qualification certification.
- **Culture Expertise:** ensuring linguistic and cultural accuracy.
- **Project management:** facilitating efficient workflow.
- **Time Management:** ensuring timely delivery.
- **Ability to work under pressure** ensuring consistent quality even in challenging scenarios.

Experience

Freelancer

Sept. 2007 – ongoing

Working freelance providing translation, transcription, and proofreading services. Involved in converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible.

Duties: Liaising with clients to discuss any unclear points. Providing guidance, and feedback and creating customer-specific style guides. Working as a translator for charities and local councils.

Education

MA, Japanese Culture and Language
Kyoto Nihongo Gakko, Kyoto, Japan

2007 - 2008

BA, Language & Cultures of Asia for International Communications
University L'Orientale, Naples, Italy

2003 - 2007