

EUROPEAN  
CURRICULUM VITAE  
FORMAT



PERSONAL INFORMATION

Name	ELENA FERIANI
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Portfolio	<a href="https://www.proz.com/wiwo/?criteria[entity_id]=2293340">https://www.proz.com/wiwo/?criteria[entity_id]=2293340</a>
Nationality	ITALIAN
Date of birth	20/07/1982

WORK EXPERIENCE

- Dates May 2011– Present
- Name and address of employer **Self-employed**
- Type of business or sector Translation, Subtitle Creation, Software Testing.
- Occupation or position held **Freelance Translator, Localization Tester**  
*Translation of texts and creation of subtitles for TV Series.*  
*Functional, Usability and Localization tester of web and mobile applications.*
- Main activities and responsibilities
- Dates April 2011– October 2016
- Name and address of employer **Disneyland Paris – Paris**  
[www.disneylandparis.com](http://www.disneylandparis.com)
- Type of business or sector Amusement Parks
- Occupation or position held **Receptionist, Host in Theater**  
*Information - Sales - Customer service - Show Host.*
- Main activities and responsibilities
- Dates May 2009– December 2010
- Name and address of employer **Royal Caribbean International - Miami**  
[www.rccl.com](http://www.rccl.com)
- Type of business or sector Cruise liners company
- Occupation or position held **Assistant Explorations Manager**  
*Promotion and sales of excursions tickets – Information office – Customer*
- Main activities and responsibilities

## responsibilities

- Dates
- Name and address of employer
- Type of business or sector
- Occupation or position held
  - Main activities and responsibilities

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- Name and address of employer
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## Previous experience

## EDUCATION AND TRAINING

- Dates
  - Name and type of organisation providing education and training
    - Principal subjects/occupational skills covered
- Title of qualification awarded

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service - Accountability – Administration – Translation.

July 2006 – July 2008

### **Costa Crociere – Genova**

[www.costacrociere.it](http://www.costacrociere.it)

Cruise liners company

### **Hostess/interpreter**

*Promotion and sales of excursions tickets – Information office – Escort-guide during excursions – Interpreter of local guides into Italian, English or French, translation of tourist information.*

2005-2006

### **Cineteca Comunale di Bologna – Bologna, Italy**

[www.cinetecadibologna.it](http://www.cinetecadibologna.it)

Cinema museum

Translator/creator of subtitles

*Rendition in Italian subtitles of six documentary films for the Human Rights Nights Festival (2006 edition)*

-Italian and French private teacher for kids aged 10-18 (2002 –2006)

-Editor/proofreader for a local newspaper – Corriere di Cesena (2002)

24 February 2017

### **Laboratorio di Terminologia del Dipartimento di Interpretazione e Traduzione (DIT) dell'Università di Bologna – Forlì, Italy**

“Trados Studio 2017, Getting Started”

CAT tool course.

Possibility to attend Trados certification exam.

January 2009

### **Professional Receptionist Course**

### **The London Reception Academy – London**

Hotel Receptionist training.

Certificate of Participation.

2001-2006

### **Alma Mater Studiorum- University of Bologna, School for Interpreters and Translators – Linguistic Mediation**

English Language, English Literature, French Language, French Literature, German Language, Cultural Studies, Linguistics, Translation, Interpreting.  
Optional subjects: Teaching Italian as a foreign language, Japanese language.

<ul style="list-style-type: none"> <li>• Title of qualification awarded</li> </ul>	<p>Thesis in Multimedia Translation – Comments on my rendition in Italian subtitles of the documentary film A Boy from the Block (BBC)</p> <p>Degree. 102/110.</p>
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>• Dates</li> </ul> </li> <li>• Name and type of organisation providing education and training</li> <li> <ul style="list-style-type: none"> <li>• Principal subjects/occupational skills covered</li> </ul> </li> </ul>	<p>July 1998 and July 1999</p> <p><b>Abc School of English, Eastbourne, England.</b></p> <p>Intermediate and Advanced English Language course.</p>
<ul style="list-style-type: none"> <li>• Title of qualification awarded</li> </ul>	<p>Certificate of Participation.</p>
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>• Dates</li> </ul> </li> <li>• Name and type of organisation providing education and training</li> </ul>	<p>1996-2001</p> <p><b>LICEO LINGUISTICO “Jacopone da Todi” – Todi, Italy.</b></p> <p><b>Linguistic High School (English, French, German)</b></p>
<ul style="list-style-type: none"> <li>• Title of qualification awarded</li> </ul>	<p>High School Degree. 95/100</p>
<b>PERSONAL SKILLS AND COMPETENCES</b>	<p>Great knowledge of European, Caribbean and Middle East holiday destinations.</p> <p>Customer Service skills.</p> <p>Translator from English and French into Italian.</p> <p>Expertise as Italian proofreader of Web and mobile applications.</p>
<b>MOTHER TONGUE</b>	<b>ITALIAN</b>
<b>OTHER LANGUAGES</b>	
	<b>ENGLISH</b>
<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<p>Excellent</p> <p>Excellent</p> <p>Excellent</p>
	<b>FRENCH</b>
<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<p>Excellent</p> <p>Excellent</p> <p>Excellent</p>
	<b>GERMAN</b>
<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<p>Good</p> <p>Good</p> <p>Good</p>
	<b>SPANISH</b>
<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<p>Good</p> <p>Good</p> <p>Good</p>

<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<b>RUSSIAN</b> Good Basic Good
<b>SOCIAL SKILLS AND COMPETENCES</b>	<ul style="list-style-type: none"> <li>• Excellent ability of communication and team work</li> <li>• Dedication to customer satisfaction</li> </ul>
<b>TECHNICAL SKILLS AND COMPETENCES</b>	Good knowledge of Microsoft Windows. Microsoft Word, Excel, Powerpoint, Adobe Photoshop. Computer aided translation (TRADOS)
<b>ARTISTIC SKILLS AND COMPETENCES</b>	<ul style="list-style-type: none"> <li>• Photography and Photo editing</li> </ul>
<b>DRIVING LICENCE(S)</b>	B

Pursuant to Article 13, Act 675/96 (Privacy Law), I hereby agree to the handling of my personal data.  
 Elena Feriani