CONTACT DETAILS

Name:	Reyhaneh Gordani
Address:	Via Roberto Ardigo', 11 - 20133 Milano
Mobile:	+39 3887398234
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Nationality:	Iranian
Birth Date:	14-05-1985

OBJECTIVE

I am a highly motivated person with excellent educational skills seeking a full-time freelance translator .

SKILLS

- Microsoft Office: Access, Excel and Power Point
- Fluent in English and Italian and Persian
- Excellent problem solving and analytical skills

- Programming Language: Matlab
- Excellent communication skills
- Management

EDUCATION

Islamic Azad University of Birjand
Master of Applied Mathematic
Concentration in Numerical Analyze
Graduation Date: August 2012

Accademia di Belle Arti di Brera
Master of Nuove Tecnologie per l'Arte
Concentration in Cinema and Videos
Graduation Date: July 2016

WORKING EXPERIENCE

• March 2007 – present
Freelance Translator

• October 2014 – August 2015

Private English teacher

• May 2014 – June 2016
Private Persian Teacher

• October 2010 – September 2012

Personal tutors and the branch manager

Cultural center training Ghalamchi

Viale Daneshju 15 – Mashhad

As a personal tutor to provide one to one support to each student. Trained and possess high academic capability.

Provide the students with educational consultancy and guide them to become self_learner.

One of my significant roles is to engage parents in the students' progress and keeping an ongoing contact with them throughout the year.

• October 2009 – August 2012

English teacher

Pooya Language Institute_ Tehran

• October 2008 – June 2010
Persian Teacher

Azaran language Institute _Mashhad

LANGUAGES

Persian: Mother tongue

English: Fluent

Italian: Fluent

PERSONAL SKILLS

Practical and open minded; highly dependable; good in interpersonal relationships, coordination and organization of teamwork. Fast learner ; excellent attention to detail

CERTIFICATIONS

IELTS
British council

PERSONAL INTERESTS

Travelling , driving, cooking, software, food and beverage, cake design, sport, dancing, movies and music.