

## VALERIA ONOFRI

5, Strada Novepani 01100 Viterbo (Italy) |

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Sex: female | Date of Birth: 6.10.1991 |

Nationality: Italian



I graduated in Law and in Languages for Interpreting and Translation; this background trained me in dealing with many subjects including, but not limited to, social issues, economics and law. Through my work experiences as legal trainee, as freelance translator and as employee in sales departments, I constantly have the opportunity to learn from different sectors and deal with translation, interpreting and legal issues. The work experiences in law and language sectors have been crucial for me in order to learn the value of effective communication and constructive relations between different cultures and languages. I gained experience in being flexible, adapting effectively to ever-changing circumstances and, at the same time, I understood how to remain focused on my main goals in order to learn, evolve and move forward.

### Work Experience

- 13.10.2021 – 07.03.22

#### **SALES DEPARTMENT EMPLOYEE**

**Unopiù Spa – Viterbo (Italy)**

Export sales employee

- 02.11.2020 – 12.09.2021

#### **SALES DEPARTMENT EMPLOYEE**

**FEDA Srl – Terni (Italy)**

Telephone sales and foreign trade relations officer

- April 2021

#### **FREELANCE TRANSLATOR**

**Intrawelt – Fermo (Italy)**

Freelance collaboration in translation projects

Language combination EN>IT

- From 04.04.2020 – PRESENT

#### **COURSES CREATOR**

**TranslaStars – Berlin (Germany)**

Content creator for translation courses on the website TranslaStars.it

- From January 2020 – PRESENT

#### **FREELANCE TRANSLATOR AND INTERPRETER**

Translation and Interpreting services provided to private clients, Notary Offices, Law Firms, the *Court of first instance* and the *Court of Assizes* of Viterbo

Language combinations: DE>IT>DE, EN>IT>EN, FR>IT>FR

- April 2019 – September 2020

**FREELANCE TRANSLATOR**

**TSD Technik-Sprachendienst GmbH – Köln (Germany)**

Translation, post-editing, language review and proofing in economic, law and general fields in the following language combinations: DE>IT, EN>IT

- 01.01.2019 – 31.07.2020

**LEGAL TRAINEE**

**Viterbo (Italy)**

Legal Trainee in Civil Law, Criminal Law, Family Law, Immigration Law

- 13.08.2018 – 12.11.2018

**INTERNSHIP**

**TSD Technik-Sprachendienst GmbH – Köln (Germany)**

Translation, post-editing, language review and proofing in economic, law and general fields in the following language combinations: DE>IT, EN>IT

Control of quality management standards

Experience with the use of Translation Management Software SDL Trados Studio and Across Language Server

- 13.07.2017 – 13.09.2017

**INTERNSHIP**

**Berlino Magazine – Berlin (Germany)**

Cooperation in language school management

Editor (news, culture and society, promotion of Italian cultural events in Berlin)

## Education and training

- January 2021

**INTERPRETING FOR REFUGEES: CONTEXTS, PRACTICES AND ETHICS**

**The University of Glasgow**

Online interpreting course in the humanitarian and immigration sector

- January – July 2020

**TRAINING COURSE IN LEGAL TRANSLATION – EN>IT>EN**

**AGT–Traduzioni – Milano (Italy)**

Online legal translation course

- April – July 2020

**TRAINING COURSE IN LEGAL TRANSLATION – DE>IT**

**Lingua Berlin – Berlino (Germany)**

Online economics and legal translation course

- 30.11.2019

**“LA TRADUZIONE LEGALE NELL’ERA NEURALE”**

**AGT–Traduzioni – Milano (Italy)**

One-day training course in legal translation

- 15.11.2019

**BACHELOR'S DEGREE IN LANGUAGES FOR INTERPRETING AND TRANSLATION (L-12)**

**SSML San Domenico International Campus – Roma (Italy)**

Major: English Language (translation and interpreting)  
German Language (translation and interpreting)  
French Language (translation and interpreting)

Related courses: Arabic Language (translation and conversation), Marketing and business management, Italian Linguistics, English Language and Culture.

**Graduated with honors**

- 12.04.2019

**“ACCORDARE LE PAROLE – ALP 2019”**

**SSML San Domenico International Campus – Roma (Italy)**

Translation and Interpreting Day

- September – December 2018

**GERMAN LANGUAGE COURSE B2.2**

**Volkshochschule – Köln (Germany)**

- February – March 2017

**LEGAL ENGLISH COURSE**

**ELSA, European Law Students Association – Roma (Italy)**

- 24.10.2016

**MASTER'S DEGREE IN LAW**

**Pontificia Università Lateranense – Roma (Italy)**

**Graduated with honors**

- 29.09.2015 – 22.12.2015

**GERMAN LANGUAGE EXTENSIVE COURSE B1.1**

**Goethe Institut – Roma (Italy)**

- July 2010

**HIGH SCHOOL DIPLOMA**

**P. Ruffini Scientific High School – Viterbo (Italy)**

- 2009

**DELF (B1)**

**P. Ruffini Scientific High School – Viterbo (Italy)**

Diplôme d'études en langue française

- 2008

**PET (B1)**

**Wall Street Institute – Viterbo (Italy)**

Preliminary English Test

## Personal Skills

**Communication skills:** Reliable and professional communication abilities. Empathic listener skilled at evaluating options and generating solutions. Enjoy working as a team member. Good at initiating, promoting and maintaining interpersonal relations and deal with international work environments.

**Organizational and managerial skills:** Well developed organizational skills gained as legal trainee and as employee in two different sales departments. Experience in post-editing and translation as freelance translator; able to analyze situations accurately and effectively to provide the highest possible standards of services and support; understanding and appreciating the importance of a successful job. Good team-leading skills gained not only at work but also as volunteer in several organizations. Enjoy creating new ideas, new ways of doing things with the aim to learn, improve and evolve.

**Job-related skills:** Strong personal motivation with a proven ability to work collaboratively in a team concept environment. Focused, versatile, dynamic and flexible, able to adapt effectively to variable circumstances.

**Digital skills:** Independent user of information processing, high knowledge of Office package (Word, Excel, PowerPoint), able to create contents on WordPress and Blogger, able to manage translation project with SDL Trados Studio and Across Language Server.

**Driving license:** B

**Mother tongue:** Italian

**Other languages:** English, German, French

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