

PERSONAL INFORMATION

Sara Gambina



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💬 Skype Sara Gambina

Sex female

Date of birth 03/05/1990

Nationality italian

WORK EXPERIENCE

December 2017 – current

Translator

Translated 4 You SAS – Italy

www.translated4you.com

- Italian, English, French translator.
- Patent and technical translator.
- Documents and database management.
- Secretarial work and archive management.

February 2009 – current

Translator

Randa Abou Habib – Lebanon

www.randatranslations.com

- On-line Italian, English, French Sworn translator.
- On-line documents and database management.
- Secretarial work and archive management.
- Translations and documents authentication at ordinary court in Rome

May 2015 - October 2015

Trainee

Centro Alti Studi per la Difesa (Casd) – 83, Rovere Square, 00165, Rome, Italy.

<http://www.difesa.it/SMD/CASD/Pagine/default.aspx>

- Activity carried out at the Cerimonial section.
- Managing and conducting activities related to creating internal and external events.
- Fully achieved the educational goals.
- Planning and conducting activities related to creating the events of the Opening and Closing of the Academic Year of the Casd .

June 2011 – June 2014

Volunteer

Cultural Association “Notti di Note” – Nettuno, Rome, Italy.

- Planning and conducting activities related to creating artistic, cultural and musical events and exhibitions in the country.
- Planning events such as festivals, competitions, concerts, events.
- Translations, archives, reception and relationship management of artists and public.

May 2012 – October 2012

Trainee

Jordan Embassy in Rome – 1b, Giuseppe Marchi street, 00161, Rome, Italy.

- Activity carried out at the Consular section .
- Planning and conducting the main activities carried out at the Consular section
- Fully achieved the educational goals
- Planning and conducting group and individual activities.

EDUCATION AND TRAINING

- April 2017** **Advanced course in European project Management**
 La Sapienza - Master and Skills - 9, Castro Laurenziano Street, 00161, Rome, Italy.
 ▪ Advanced course *post lauream* in project management and public funding management.
- April 2016** **Master's Degree in International Relations : Languages for international relations.**
 Libera Università Maria Ss. Assunta – 13, Borgo S. Angelo, 00193, Rome, Italy.
 ▪ Training course of juridical, economical, historical, linguistics and sociological type.
 ▪ Average of user's rate: 28/30
 ▪ Degree mark: 110/110 cum laude
- April 2013** **Bachelor's Degree in linguistics – cultural mediation.**
 Roma Tre University of Studies – 234, Ostiense Street, 00146, Rome, Italy.
 ▪ Training course of humanistic, historical, linguistics, sociological and philological type.
- June 2009** **Classical Baccalaureate.**
 Chris Cappel College high school – 7, Antium Street, 00042, Anzio, Rome, Italy.
 ▪ Training course of literary and humanistic type.
- June 1999** **Elementary school in Lebanon.**
 Deutsche Schule, Jounieh, Lebanon.
 ▪ Lessons in Arabic, English, French and German.

PERSONAL SKILLS

Mother tongue Italian

Other languages	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	Proficient	Proficient	Proficient	Proficient	Proficient
	C1 level				
French	Proficient	Proficient	Proficient	Proficient	Proficient
	C1 level				
Arabic	Intermediate	Elementary	Intermediate	Intermediate	Elementary
	B1 level				
Spanish	Elementary	Elementary	Elementary	Elementary	Elementary
	A1 level				
German	Elementary	Elementary	Elementary	Elementary	Elementary
	A1 level				

Communication skills ▪ Good communication skills.

Organisational / managerial skills ▪ Teamwork gained in the experience carried out at the Centro Alti Studi per la Difesa and at the cultural Association "Notti di Note".
 ▪ Capacity to work under stress gained in the experience carried out at the Jordan Embassy.
 ▪ Events and Workshop organization.

Curriculum Vitae

Sara Gambina

Job-related skills ▪ Good command of linguistics competences and international relationships.

Digital competence ▪ Mac Os/Windows
▪ Microsoft Office
▪ Safari/Firefox

Driving licence Driving licence B

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