

I WANT TO STAND AS CLOSE TO THE EDGE AS I
CAN WITHOUT GOING OVER. OUT ON THE EDGE
YOU SEE ALL THE KINDS OF THINGS YOU CAN'T
SEE FROM THE CENTER.

KURT VONNEGUT



PROFESSIONAL SKILLS

Translation
Conference Interpreting
Proofreading
Project management
Post-editing
Corporate communication
Cross-cultural communication strategy
Stakeholder management
Content creation and adaptation

PERSONAL SKILLS

Cross-cultural awareness
Reliability and professionalism
Time and tasks management
Fast learner
Creative mind
Independent worker
Motivated
Networking mindset
Integrated Lean 6 Sigma Yellow Belt

FIELDS OF SPECIALISATION

Corporate Communication
Technical
HR and employee relations
Food and Beverages
Marketing
Tourism
Medical
Economy & Development
Fashion
Social Inclusion & Charity

CONTACT

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MARA PANOZZO

TRANSLATOR, INTERPRETER,
CROSS-CULTURAL & CORPORATE
COMMUNICATION SPECIALIST

ABOUT

I am a professional Italian, English and Spanish interpreter and translator seeking collaborations with expanding businesses for world-class communication services.

WORK EXPERIENCE

FREE-LANCE INTERPRETER AND TRANSLATOR

Mara Panozzo Traduzioni, Gorizia, Italy | Jan 2013 - ONGOING

- Simultaneous interpreting for conferences and workshops
- Consecutive interpreting in conferences and ceremonies
- Liaison interpreting, management of buyers in trade shows, b2b workshops and guided tours
- Translation and proofreading eng/spa>ita for companies and agencies
- Communication with & management of stakeholders at trade shows
- Content creation and strategic copywriting for the Italian market
- Transcreation and adaptation of texts
- Language courses

TRANSLATION SPECIALIST, ITALIAN, ENGLISH AND SPANISH

Mondelez International, Birmingham, UK | August 2017 - September 2018

- Translation and adaptation of policies, administration documents, training courses, communication with onshore employees for Italy, Spain and Latin America
- Translation of a case-management and knowledge base software, relevant language testing
- Translation project management at a team level
- Created a style-guide for translation and adaptation of communications for Latin America & Spain
- Created multilingual concept maps and glossaries for translation and international new starters induction
- Organised and promoted charity events within the company
- Worked for the Document Management team

FRONT-DESK AND DOCUMENT MANAGEMENT

Museo di Anatomia Comparata, University of Bologna
Bologna, Italy | April 2015 - June 2015

- Welcoming, directing and providing information to visitors
- Managing and digitising the Museum's archives

FRONT-DESK

Sala Borsa Library, University of Bologna
Bologna, Italy | Jan 2013 - June 2013

- Welcoming, directing and providing information to visitors



MARA PANOZZO

TRANSLATOR, INTERPRETER,
COMMUNICATION SPECIALIST

LANGUAGE SKILLS

Italian: Native Speaker
Spanish: C2
English: C2
French: B1 (School)
Portuguese: B1 (School)
Bosnian Serbian Croatian: A2

IT SKILLS

Microsoft Office
SDL Trados 2019
MemoQ
Open Office
OS system

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EDUCATION

MASTER'S DEGREE IN CONFERENCE INTERPRETING

Advanced School of Modern Languages for Interpreters and Translators -
University of Bologna | 2012 - 2015
109/110

BACHELOR'S DEGREE IN LINGUISTIC AND INTERCULTURAL MEDIATION

Advanced School of Modern Languages for Interpreters and Translators -
University of Bologna | 2009 - 2012
110L/110

ERASMUS STUDENT - STUDIES IN INTERPRETING AND TRANSLATION

Facultad de Filología, Traducción y Comunicación -Universidad de Valencia |
2010-2011

HIGHSCHOOL DIPLOMA -

Liceo Classico L. Ariosto Ferrara - Specialisation in foreign languages,
English, Spanish and French | 2004- 2009
100/100

VOLUNTEERING EXPERIENCE

ENGLISH TEACHER

Coprodeli, Callao, Perú | June 2016 - November 2016

- English teacher for preschool children and first, second and third graders from primary school in a high-risk area of the main port province in Perú
- Project manager for a 2 week circus workshop for children at the local day centre, managing all stakeholders (school managers, international circus trainers, children's expectations, equipment providers).

FRONT DESK - AU PAIR GIRL

MacGaibhans Hostel, Kilkenny, Ireland | July-August 2012

- Front desk, providing tourists and guests with information about the town and its cultural offer
- Cleaning and tidying the facility

FRONT DESK - MIGRANTS' SUPPORT

Valencia Acoge, Valencia, Spain | Jan 2010 - July 2010

- Front desk, providing information about the legal, employment and training services provided by the organisation
- Organising fund-raising events
- Divulging information about the organization's activities in the local community