



## Curriculum Vitae

### Personal details

**NAME / LAST NAME** Michela Simonelli  
**ADDRESS** Via Padre Ghidini 21, 25065, Lumezzane (BS) - Italy  
**TEL** 338 88 35 967  
**E-MAIL** michela-simonelli@alice.it

**NATIONALITY** Italian  
**DATE OF BIRTH** 19th September, 1990  
**SEX** Female

### Working experience

**DATE** October 2019 - present  
**POSITION** Translator  
**RESPONSIBILITIES** Translation of a gun manual from Italian to French  
**FIRM / ADDRESS** Chiappa Firearms  
**TYPE OF ACTIVITY** Translation

**DATE** April 2018 - present  
**POSITION** Freelancer  
**RESPONSIBILITIES** Translations and proofreading of projects assigned by the agency, meeting the deadlines I've been given.  
**FIRM / ADDRESS** FCI Corporation - 90 Echo Ridge Ln., Easton, PA 18042  
**TYPE OF ACTIVITY** Translations, proofreading

**DATE** 2018 - present  
**POSITION** Freelancer  
**RESPONSIBILITIES** Translations of projects assigned by the agency, meeting the deadlines I've been given.  
**FIRM / ADDRESS** Linearis translations - K. Barona iela, 59/61, Riga, LV-1001  
**TYPE OF ACTIVITY** Translations



## Curriculum Vitae

**DATE** October 2018 - December 2018  
**POSITION** Translator  
**RESPONSIBILITIES** Translation of the book "Eloah: No Paradise" from English into Italian  
**FIRM / ADDRESS** Evolved Publishing - LCC 4985 N. 125th St, Butler, WI 53007  
**TYPE OF ACTIVITY** Translation

**DATE** 2014 - present  
**POSITION** English language teaching  
**RESPONSIBILITIES** Private English lessons to middle school and high school students, and to adults that needed to learn/improve the language for their working environment.  
**FIRM / ADDRESS** Private  
**TYPE OF ACTIVITY** Teaching and Translations

**DATE** 2012 - 2013  
**POSITION** Interpreter  
**RESPONSIBILITIES** Interpreter for negotiations and projects from and to English for the firm.  
**FIRM / ADDRESS** Sifral s.p.a. / Via Ruca 346, 25065, Lumezzane (BS) - Italy  
**TYPE OF ACTIVITY** Interpreter and Translator

### Education

**DATE** 2016 - present  
**QUALIFICATION** Master's Degree  
**STUDIES** Foreign Languages, Literatures and Communication  
**UNIVERSITY** Università Cattolica del Sacro Cuore, Via Trieste 17, 25121, Brescia - Italy



## Curriculum Vitae

**DATE** July 2017 - August 2017  
**QUALIFICATION** Linguistic Diploma  
**STUDIES** German course, B2 level  
**SCHOOL** BWS Germanlingua, Hohenzollernring 88, 50672, Köln

**DATE** July 2016 - August 2016  
**QUALIFICATION** Linguistic Diploma  
**STUDIES** German course, B1 level  
**SCHOOL** EF Sprachschule, Am Karlsbad 16, 10785, Berlin

2010 - 2015  
**DATE** Bachelor's Degree  
**QUALIFICATION** Foreign Languages and Literatures  
**STUDIES** Università Cattolica del Sacro Cuore, Via Trieste 17,  
**SCHOOL** 25121, Brescia - Italy

2004 - 2009  
**DATE** Diploma  
**QUALIFICATION** Diploma  
**STUDIES** High School Diploma in Foreign Languages  
**SCHOOL** Istituto Paritario Piamarta, Via Cremona 99, 25124,  
Brescia - Italy

### Skills

**MOTHER TONGUE** Italian  
**OTHER LANGUAGES** ▶English (C2 level)  
▶French (C1 level)  
▶German (B2 level)  
▶Spanish (A2 level)

**SOCIAL SKILLS** ▶Ability to work with a group of people.  
▶Ability to communicate and adaptability in a multicultural environment.  
▶ Reliability.



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### **ORGANIZATIONAL SKILLS**

- Ability to work in stressful situations.
- Ability to meet deadlines.

### **IT SKI**

- Good knowledge of Microsoft Office (Word, Excel, PowerPoint).
- Ability to work in a iOS environment.
- Knowledge of VisualSubSync (subtitling software).

### Other information

#### **DATE**

2017 - present

#### **POSITION**

Treasurer of the Rotaract Club Valtrompia

#### **RESPONSIBILITIES**

Management of the club funds; collection and submission of dues and fees.

#### **DATE**

2016 - 2017

#### **POSITION**

Member of the Rotaract Club Valtrompia