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# GIULIA BELUZZI

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077 1272 1869

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## ABOUT ME

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**I am...** a hard working, friendly and adaptable person with a strong sense of professionalism and effective interpersonal skills.

**I am...** fluent in Italian, Spanish and English.

**I have...** experience working in high-pressure environments in a range of different situations both independently and in a team environment.

**I always...** strive to work to a high standard no matter the task and have a strong attention to detail whilst also maintaining an awareness of the big picture.

**I am...** looking to work in a challenging environment where I have the opportunity to effectively apply my skills, experience and knowledge.

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## RELEVANT EXPERIENCE

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### OPERATIONAL MANAGEMENT INTERN – ROSETTA TRANSLATION

*December 2018 – March 2019*

Working as an Operational Manager in a translation agency. Daily tasks include: managing potential interpreter applications, assisting clients with managing their translation projects, proofreading the quality of translations, editing translation projects and creating certificates guaranteeing the accuracy of these translations, while also managing and establishing systems to create an efficient workflow.

### INTERN – GAZZETTA DI MANTOVA

*September 2016*

I worked for one month as intern for the local newspaper in Mantua, Italy, as an integral part of my university career. My tasks included writing and editing articles for the cultural section, carrying out interviews and attending press conferences. Here I also gained experience working on the editorial board, giving me the opportunity to improve my writing and content organisation skills. This allowed me to gain valuable experience selecting and organising content to produce a successful range of communications.

### WRITER – “CARPE DIEM”, NEWSPAPER, OSTIGLIA, MANTOVA, ITALY

*September 2009 – June 2014*

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## EDUCATION

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### CAMBRIDGE CERTIFICATE OF PROFICIENCY IN ENGLISH, CPE

*Achieved in June 2018, level C2.*

### BACHELOR OF ART IN LANGUAGES

*Graduated from the University of Trieste in 2017, with first class honours.*

My studies focused on English, Spanish and Italian linguistics; Spanish and Anglo-American literature. In my thesis, I analysed Italian translations from different periods and consequently with different writing styles. As a case study, I looked at three stories by Ernest Hemingway with a particular focus on the styles of translation in each time period, their corresponding strengths and weaknesses and whether the translation conveyed the original intention.

### THE PUBLISHING BUSINESS

*June 2016. 26 hours course by Gilgamesh Publishing (Mantova, Italy)*

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## SKILLS

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I believe I have a broad range of skills that makes me the perfect candidate for this position – I have:

- Strong linguistic skills: I am a native **Italian** speaker, fluent in **English** and **Spanish**, with a basic understanding of French and Portuguese.
- **Highly refined translation skills**, with the ability to translate from English and Spanish to Italian, and from Latin to Italian.
- Broad-ranging **writing, communication and interpersonal skills** acquired through my experience working in hospitality and media.
- Well working knowledge of technology including the Microsoft Office suite and Trados.
- Effective **analysis and problem solving experience**.
- **Reliable** and able to work simultaneously on **multiple tasks** with high **attention to details** in **high pressure environments**.
- The ability to work independently and in a team environment.