



# OTTAVIA CARLINO

## CURRICULUM VITAE



Born / 18/09/1990 Age / 30  
Place of birth / NARDO' (LE)  
Nationality / citizenship / Italy  
Via Prezzolini, 73040 ARADEO (LE)  
Driving licence / B / Car available  
ID / 4924879 updated on 21/11/20

ottaviacarlino@yahoo.it  
+39 3206065449  
0836551327  
ottaviacarlino90

erudtfp,nYpf Yfd,vl hmv,

MOTHER TONGUE(S): Italian



ARABIC GOOD	C1	C1	B2	B2	C1
ENGLISH EXCELLENT	C2	C2	C1	C1	C2
SPANISH EXCELLENT	C2	C2	C1	C1	C2

chf hWn,br o sdwdp bdv

**Self-assessment grid**   
Information processing **Proficient user**  
Communication **Proficient user**  
Content creation **Proficient user**  
Safety **Proficient user**  
Problem solving **Proficient user**

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cdvhdc,ir a

INTENTION TO CONTINUE STUDIES: **Yes** / Graduate studies

ECONOMIC SECTOR: **1.** education, training, research and development / **2.** other services / **3.** press, publishing, graphics

CAREER FIELD: **1.** Human Resources / **2.** Marketing/Communication / **3.** Organization

DESIRED JOB: **Translator**

PREFERRED DISTRICT TO WORK IN: **1.** LECCE / **2.** ROMA

AVAILABILITY FOR BUSINESS TRAVELS: **Yes, including relocation**

AVAILABILITY TO RELOCATE ABROAD: **Yes, even in non-European countries**



## WORK EXPERIENCES

W Du D  
S  
v pduf h o  
Consultancy (management, legal, accounting, ...)  
11/2020 - TODAY

**Main activities and responsibilities:** Translation, proofreading, and post-editing of legal documents.  
Working as: freelance worker

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Consultancy (management, legal, accounting, ...)  
10/2020 - TODAY

**Main activities and responsibilities:** Translator and proofreader of medical documents.  
Working as: freelance worker

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s D ,d  
tpr hE,odctbYn  
wuYpvnYwr p,vdu tbdv  
Other services  
DUBAI (EMIRATI ARABI UNITI)  
10/2020 - TODAY

**Main activities and responsibilities:** Translation of medical documents from Arabic into English and from Arabic into Italian.

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s D ,d  
Yf Ywr ,wuYpvnYwr p  
Other services  
10/2020 - TODAY

**Main activities and responsibilities:** Translation of legal and medical documents from Arabic into Italian and into English.

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S  
dvsdYl fYo dhvg  
05/2020 - TODAY

**Main activities and responsibilities:** Video game translation.  
Working as: freelance worker

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nYw v,E,KMIM  
t YLduautcf d,urYc  
v hwd,NNHH,gYo hnr pDpi  
Consultancy (management, legal, accounting, ...)  
LECCE (LE)  
11/2019 - TODAY

**Main activities and responsibilities:** Translator of medical and technical text from Italian into English.

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nd tBY,E,ptrp  
a tncpfdurvd,nYpdD  
pru tbgDpruernt, l  
Consultancy (management, legal, accounting, ...)  
LECCE (LE)  
10/2019 - TODAY

**Main activities and responsibilities:** Translator from Spanish to English and vice-versa from Italian to Spanish and vice-versa from Italian to English and vice-versa of medical records and documents.  
Working as: employee collaborator

e ,w  
orwY ruc,rpntpd  
snYweruo  
Consultancy (management, legal, accounting, ...)  
LECCE (LE)  
08/2019 - TODAY

**Main activities and responsibilities:** Translator of software, apps, and video-games  
Working as: employee collaborator | Company sector: Information systems, EDP

Other services  
LECCE (LE)  
04/2019 - TODAY

**Main activities and responsibilities:** Translator of documents of a varied range of fields, from Italian into English.  
Employed as: office worker - indeterminate length contract

Communication and telecommunications  
LECCE (LE)  
07/2020 - 08/2020

**Main activities and responsibilities:** Creation and review of subtitles of some short films for the Ortometraggi international film festival.  
Employed as: office worker - practicum | Company sector: Manufacturing

Education, training, research and development  
10/2018 - 08/2019

**Main activities and responsibilities:** Data collection aimed at creating a corpus, related to House M.D show.  
Employed as: intern/trainee - undergraduate internship | Number of hours: 150



## ACADEMIC STUDIES

ONGOING STUDIES  
2019 - 2021



**Università del SALENTO**  
**Dipartimento di Studi Umanistici**  
**Traduzione tecnico-scientifica e interpretariato**  
LM-94 - 2nd level degree in Translation for special purposes and interpreting  
Expected graduation date: 2021

ONGOING STUDIES  
2019 - 2020

**Fondazione Italia USA**  
**Global marketing, communication, and made in italy**  
Expected graduation date: 2020

CERTIFIED TITLE  
2016 - 2019



**Università del SALENTO**  
**Dipartimento di Studi Umanistici**  
**Scienza e tecnica della mediazione linguistica**  
L-12 - 1st level degree in Applied languages  
Dissertation/thesis title: Lost in Trumpslation: How Trump interprets his world across political divides and how difficult it is to interpret Trump across linguistic divides | Dissertation/thesis subject: LINGUA E TRADUZIONE - LINGUA INGLESE II CON PROVA SCRITTA | Thesis supervisor: KATAN DAVID MARK | Dissertation/thesis keywords: translation corpus linguistics metamodel violations  
Age at graduation: 28 | Official duration: 3 years  
Final degree mark: **110/110 cum laude**  
Graduation date: 08/07/2019

GALATINA (LE)  
2009

Classical High School  
*Liceo Classico Pietro Colonna*, GALATINA (LE)  
School-leaving examination mark: **100/100 cum laude**  
**Kind of secondary school diploma: Italian secondary school diploma**  
**Kind of secondary school attended: Public school**



## FOREIGN LANGUAGE SKILLS

English EF SET Certificate, EF Education First, 2019, Europass level C2

English EF SET Certificate, EF Education First, 2019, Europass level C2



## INFORMATION TECHNOLOGY SKILLS

aYvfb, cff hWn, br o sdwdpbd

Operating systems **Excellent**  
Programming languages **Good**  
Word processing **Excellent**  
Electronic spreadsheet **Excellent**  
Data base administrators **Good**  
CAD skills **Fair**  
Internet skills **Excellent**  
Data transmission networks **Good**  
Web-site creation **Good**  
Multimedia **Excellent**

sur fuYo o hpf, nYpf Yf dv  
lpr p

C++, Java, Basic

vr ew Yud, YssnfbYwtr pv

Microsoft Office (Word, Excel, Power Point, Access)  
OpenOffice, LibreOffice  
AntConc  
WordSmith Tool  
Avidemux  
Celtx  
VLC Media Player