

## PERSONAL INFORMATION



## Daniele Ciatti

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**Sex** Male | **Date of birth** 02/11/1997 | **Nationality** Italian

## PERSONAL STATEMENT

I'm an italian student of Linguistic Mediation, currently enrolled at the third year of a Bachelor degree at the University of Macerata, in Italy. I will graduate in April and I'm looking for an opportunity to put my language abilities to the test and to prove the value of my studies. I'm fluent in English and I have a good knowledge of Russian and German. I'm interested in gaining some working experience to further enrich my capacities and my CV.

## WORK EXPERIENCE

28/10/2019–30/12/2019

**Compulsory Traineeship as Translator**

County of Falconara Marittima

Piazza Municipio 1, 60015 Falconara Marittima (Italy)

The main activities of the compulsory traineeship were:

- communication with multilingual and multicultural citizens of the county
- translation of documents and participation in occasional interpretation activities
- support to the administrative activities, regarding the area of social workers

**Business or sector** Public administration

## EDUCATION AND TRAINING

02/02/2018–01/06/2018

**Erasmus experience**

Latvijas Kulturas akademija, Riga (Latvia)

Main courses:

- English studies: Media studies, Text interpretation
- German
- Russian
- Latvian as a Foreign Language: Level A1
- Creative Entrepreneurship

28/08/2016–Present

**Degree in Translation and Interpretation Studies**

EQF level 6

University of Macerata, Macerata (Italy)

Translation and Interpretation Studies in three languages (i.e. English, Russian and German) with the supplements of :

- Economic Policy
- Tourism
- Advertising
- Basics of Language Teaching
- Basics of International Trade Law

**PERSONAL SKILLS**

Mother tongue(s) Italian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C1	C2	C1	C1
German	A2	B1	B1	B1	A2
Russian	B1	B1	B1	B1	B1
Latvian	A1	A1	A1	A1	A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages - Self-assessment grid

**Communication skills**

- open-Mindedness, thanks to the Erasmus experience I had in 2018;
- good amount of interpersonal skills and ability to communicate in a multilingual environment
- capacity to communicate and successfully work in a team, obtained through several university group projects in different languages

**Organisational / managerial skills**

- great team management skill and precision towards respecting the deadlines, gained during the compulsory traineeship in a Public Administration office
- office management, developed with the filing of documents and their precise disposition to the employers of different departments

**Job-related skills**

- good public relations skills (ability to speak in public, nonverbal communication, creative thinking);
- basic computer skills (writing essays with Word, developing PowerPoint presentations, working with Excel documents);

**Digital skills**

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Independent user	Proficient user	Basic user	Independent user	Independent user

Digital skills - Self-assessment grid