



Simona Muoio

Translator and Subtitler

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Personal Details:

Nov 1982 • Rome • Married

Detail-oriented, versatile, and highly talented professional linguist equipped with a bachelor's degree in languages and translation and possess superior command in multiple languages. Proven success in driving challenging projects and consistently delivering exceptional quality assignments to diverse clients/organisations across the globe within strict timeframes. Instrumental in effortlessly performing translations from source to target languages, while maintaining flow, meaning, and specific characteristics of original words when translating words/documents. Capable of fostering strong rapport with numerous clients to promote customer satisfaction and retention. Expert in providing world-class customer service and proficient in several computer software, including Wordbee Translation and Ooona Toolkit Subtitler.

Areas of Expertise

- ◆ Precise Translation & Subtitling
- ◆ MT-Post Editing/Proofreading
- ◆ Client Confidentiality
- ◆ Complex Grammar Structures
- ◆ Excellent Customer Service
- ◆ Global Projects Management
- ◆ Robust Quality Assurance
- ◆ Complex Problem Resolution
- ◆ Multi-Lingual Proficiency

Professional Experience

Freelance English and Italian Subtitler

2020 – Present

Provide excellent quality English as well as Italian subtitling services, while driving multi-faceted activities, including timed text creation, proofreading, and transcription in an efficient manner. Maintain stringent quality control to ensure optimal outcomes. Work for MTPE review and adapt translation scripts for efficient subtitling. Accomplish tasks within strict timeframes by applying robust language skills such as grammar, syntax, semantics, style, and appropriate terminology. Ensure adherence to formatting and style guidelines, ensuring maximum data integrity. Provide sound effects for deaf individuals related to movies/series in foreign languages.

- Delivered exceptional quality English and Italian content to numerous viewers and readers across the globe, ensuring maximum satisfaction.
- Facilitated multiple individuals in reading foreign material.

Freelancer Translator

2014 – Present

Played an integral role as a highly competent translator to execute translation, editing, and rewriting tasks for meeting and exceeding challenging client expectations. Perform detailed quality assurance reviews to identify and rectify grammatical errors within the final versions. Collaborated with diverse clients, including renowned institutions, individuals, companies, translation agencies, and publishing organisations across the US and Italy to accomplish set milestones within defined deadlines.

- Demonstrated excellent performance in legal document translation, IT activities, general marketing, adapting translation for voice-over, and slang translations.

Additional Experience

Customer Services for Foreign Passengers of the Airport

Private English lessons | Secondary School Students

Translator of English, Spanish and French Texts | University of Rome, Rome, Italy

Education

Bachelor of Arts in Languages and Translation

Università La Sapienza, Rome

SDH/CC and Subtitle

GOSUB TV Course

Full-Time Course in English

EF International School, Los Angeles, CA

Full-Time Course in English

EF International School, New York, NY

GCSE Exam

Private School of Languages Nazareth., Rome

Languages

Italian | Native

English | Proficient

French | Proficient

Spanish | Proficient