



Martina Palma

Date of birth: 31/07/2003 | **Nationality:** Italian | **Gender:** Female |

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Via Bignanico 1, 22100, Como, Italy

WORK EXPERIENCE

08/2017 – CURRENT – Como

STUDENT

- Lake Como Film Festival (July 2019) - VIP info point and receptionist
- Lake Como Waves (September 2019) - info point
- Tess - Como Style (October 2019; volume 14) - translation of articles about fashion, and of a Domenico Dolce e Stefano Gabbana interview
- TedX (November 2019) - receptionist
- Tess - Como Style (March 2020; volume 16) - translation of articles about fashion and a Giorgio Armani interview
- Erba di Roma (May 2020) - translation of kids' stories
- Tess - Como Style (October 2020; volume 17) - articles about fashion
- Tess - Como Style (March 2020; volume 18) - articles about fashion
- Tess - Como Style (October 2021; volume 19) - articles about fashion
- Tess - Como Style (March 2022 - volume 20) - articles about fashion
- Enjoy Como 2022 (June 2022) - articles about Como and the surrounding area

EDUCATION AND TRAINING

26/08/2017 – 30/06/2022 – Como, Italy

DIPLOMA IN LICEO LINGUISTICO – Centro Studi Casnati

06/2021 – 07/2021 – Via per Cernobbio, 11, Como, Italy

ORGANIZATION OF PUBLIC AND PRIVATE EVENTS (INTERNSHIP) – Villa del Grumello

LANGUAGE SKILLS

Mother tongue(s): **ITALIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2
SPANISH	C1	C1	C1	C1	C1
CHINESE	B1	B1	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

My Digital Skills

Microsoft Office, Microsoft Word, Microsoft Excel, Outlook, Facebook, Google | Skype Discord WhatsApp Messenger | Use of email and shared workspace services | Google tools (Gmail Drive Google forms etc) | Excellent command of Operative systems Microsfto Windows, Google Android, Apple iOS

● **COMPETENZE PROFESSIONALI**

Professional Skills

- excellent skills in the translation field (especially Italian into English and vice versa)
- exceptional skills as a receptionist during events
- good communicator thanks to my job at info points during different events
- good skills in the organization of both public and private events