

Viviana Giorgi



FREELANCE TRANSLATOR



ABOUT ME

I have a master's degree in Translation and a bachelor's degree in Foreign Languages and Literatures. I am specialized in **sector-specific translation** (technical, medical-pharmaceutic, legal) and **editorial translation**. My working languages are **English, French, and Italian** (my mother tongue).

I am keen, meticulous, friendly, hard-working, creative, and I am eager to put into practice my skills and to further myself professionally.

I apply spontaneously for the role of **translator**.

CONTACT INFORMATION

Email

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LinkedIn

Viviana Giorgi

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Phone number

+39 3387703685

Address

Pavia, Italy

HOBBIES

Reading • writing • travelling • music • foreign languages • cooking

WORKING EXPERIENCE

07/2020 – PRESENT

Freelance translator

2016 – PRESENT

Private tutor ♦ English and French language lessons for high school and bachelor's students

09/2019 – 11/2019

Traineeship ♦ translator / [InEuropa srl](#)

Translation from English into Italian and from Italian into English of the documents drawn up by the Company

02/2019 – 04/2019

Traineeship ♦ translator / [Inscena! Italian Theater Festival NY](#)

Revision of English-translated scripts; realisation of the English surtitles of the performances staged in New York

12/2017 – 03/2018

Part-time student assistant ♦ office worker / [Servizio Orientamento al Lavoro \(Career Counseling Service\), University of Genoa](#)

Welcoming and assistance to users at the front desk; administrative activities; translation of short texts and emails

04/2016 – 05/2016

Traineeship ♦ library assistant / [Biblioteca Internazionale De Amicis \(De Amicis library\), Genoa](#)

Assistance to French-speaking and English-speaking customers; Italian language courses for foreigners

EDUCATION

2018 – 2020

Master's degree in Translation / [Civica Scuola per Interpreti e Traduttori Altiero Spinelli, Milan, Italy](#) | Double diploma issued in agreement with the University of Strasbourg (ITIRI - Institut de Traducteurs, d'Interprètes et de Relations Internationales)

2014 – 2018

Bachelor's degree in Foreign Languages and Literatures / [University of Genoa, Genoa, Italy](#)

2017

Erasmus semester / [Université Lumière Lyon 2, Lyon, France](#)

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EN, FR >< IT

SKILLS

Translation • CAT Tools • pre-editing, post-editing e proof-reading • writing (reports, reviews, marketing copies) • professional knowledge of English and French • basic knowledge of German • teaching • Microsoft Office • web content creation and HTML coding (basis) • time management and organizational skills • relational skills and teamwork skills

FURTHER QUALIFICATIONS AND TRAINING

Community Interpreting Training Programme / TRANSLIT – Complete Language Solutions | online course on community interpreting (medical and legal)

Il diritto per tradurre, corso di formazione breve gratuita / Luca Lovisolo | online course on legal translation focusing on contracts and company law

Elementi di diritto societario comparato / STL Formazione | online course on Italian, French, English, and American company law

Html per traduttori: introduzione al codice delle pagine web / European School of Translation | online course on HTML code

Programma di formazione di CW Elab per traduttori / Creative Words | online basic course for translators

SDL Trados Studio 2017 Certification

SDL Multiterm 2017 Certification

SDL Post-editing Certification

ADDITIONAL SKILLS AND EXPERIENCES

Creation and management of my personal [blog](#) • volunteer translator for the *Translators Without Borders* online platform