

SONIA BELFIGLIO

TRANSLATOR

CONTACTS

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PROFILE

Thanks to my origins I can define myself as bilingual having been raised by Italian parents in a francophone environment. I also studied the English language for which I reach level B in both comprehension and writing. I am very precise and fast in carrying out the tasks assigned to me and I particularly care about

punctuality.

I also distinguish myself for seriousness and punctuality, I am flexible and have an excellent organizational ability and resistance to stress.

SKILLS

- NATIVE LANGUAGE :
FRENCH-ITALIAN
- ENGLISH LEVEL B2

- MSOFFICE
- WINDOWS
- TRADOS
- CAFETRANESPRESSO
- MATECAT

EXPERIENCE

Translator

08-2020 Freelance translator

My language pairs are English to French and Italian, or French from and to Italian. As freelance, I've done translations from English to French or Italian on financial (web articles), beauty (product description for e-commerce), e-learning (course to COVID-19 prevention), e-mail (communications for an Health ministry), and I actively collaborate with "[Translators without borders](#)" and [Global voices](#) on humanitarian topics.

I also take care of reviews and transcriptions which I'm able to provide in SRT format with synchronized time code.

Web text translator and foreign commercial back office employee

2010-2020 iBlue srl

In this position I translated the e-commerce site from Italian into French, including product description texts, technical data sheets, instruction manuals and information pages.

I then managed the sales and assistance office following the entire process of customer management from taking the sale, taking care of the translations of commercial communications, up to shipping and related invoicing.

Webmaster, web text translator and back office

2009-2010 iBlue srl (remotely)

I carried out the activity of setting up the e-commerce site for the French market including translations of all texts published online, this activity included the translation of texts for article marketing and Google ADS advertising.

INSTRUCTION

CPNV Centre professionnel du Nord Vaudois

1995-1998

Commercial employee apprenticeship
Commercial high school diploma
CFC Commercial clerk