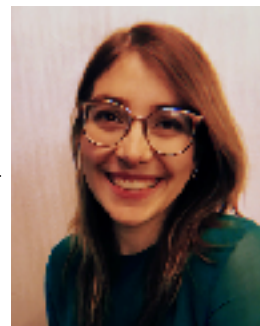


Beatrice Penna

Interpreter and translator

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beapenna08@gmail.com
Italian



PRESENTATION I consider myself as dynamic, curious, determined and resourceful. Whenever there's a problem, I work hard to find a solution and I am not afraid to ask for help.

My biggest perk is that I never stop working until everything is **perfect**, not just to satisfy my employer but also to be proud of what I did and to make my **clients** happy.

I have great **leadership** skills, I am very **organized** and I can work in team with a proactive spirit. I can manage stress and I am able to interact with people at all levels in a professional and mature way.

I am **goal-oriented**, meaning that I work well when I have a clear deadline and task to tackle.

| FOREIGN LANGUAGES | EDUCATION | PERSONAL SKILLS |
|--|---|--|
| Italian Mother tongue English Advanced Spanish Advanced Dutch Basic | Master's degree in Conference Interpreting Civica Scuola Interpreti e Traduttori "Altiero Spinelli", Via Francesco Carchidio 2, 20143 Milano (Italia) Degree in Interpreting and Communication Liberà Università di Lingue e Comunicazione (IULM), Via Carlo Bo 1, 20143 Milano (Italia) Diploma in Human Sciences Istituto Maria Ausiliatrice, Piazza Libertà 9, 21100 Varese (Italia) | <ul style="list-style-type: none">• Consecutive interpreting• Simultaneous interpreting• Liaison Interpreting• Professional translations• Revisions of formal texts• Great communication skills with both colleagues and clients• Very well organised• Focused on the goal, creative solutions• Leadership |

PROFESSIONAL TRAINING, COURSES

2021

- C1 Spanish course (30 hours). Istituto Cervantes, Via Zebedia 5 - Milano 20123
- Dutch course (34 hours). Erasmus Associazione Culturale, Via Vitruvio 42 - Milano 20123
- Webinar on **RSI** (Remote Simultaneous Interpreting) held by Cristina Finotti, member of AIIC Italy and AML.
- **Meet the Court**, webinar on the European Court of Justice held by Silvia Pollini.
- **Does this sound right? Understanding the acoustics and health implications of RSI**, webinar on the consequences of RSI on hearing health hosted by Andrea Caniato, Cristian Guiducci, Gabriella Suzanne Vanzan and Wanda Brunelot.
- **Translation and Subtitling course**, Scuola Sentieri Selvaggi, via Carlo Botta 19, 00184 .

WORK EXPERIENCE

Novembre 2021
- present

Customer Service Specialist Fashion/Luxury

ASM ITALY S.R.L., Via Albricci Alberico 7 Milano

- Customer relations in Italy and abroad through direct and indirect channels (telephone / e-mail)
- E-commerce and after-sales support: assisting customers in their online and in-boutique purchases
- Relations with the Brands Handlers

March 2021 -
present

Interpreter

Volunteering in the field of:

- Medicine (early and alternative therapies against SARS-Cov2)
- Religion (31° international summit of the cells of evangelisation)
- Food and agriculture

mock conferences held by DG SCIC of the European Commission.

February 2021 -
present

Translation Manager

TEDxVarese (Associazione Ideas Worth Spreading Varese)

- simultaneous interpreter for TEDxYouth@Varese
- Translator of the website
- Project manager for the translation and subtitling of the talks

Varese (VA)
June 2017

Event assistant

Ellesse Eventi srl, via Ferdinando Liuzzi 23 - 00135 Roma

- welcoming guests from "Pierre Fabre Pharma" at the 41 SIUD Congress
- providing information to the guests and explaining the programme
- coordinating the guests and taking them to the various venues of the congress

Lazise
June 2017

Event assistant

Ellesse Eventi srl, via Ferdinando Liuzzi 23 - 00135 Roma

- welcoming guests and speakers to the urogynecology forum in Lazise (VR)
 - managing brochures and documents
 - coordination of buses and taxis for the guests
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