

**PERSONAL
INFORMATION**



**EDUCATION and
TRAINING**

**PROFESSIONAL
EXPERIENCE -1-**

1999-2019

**PROFESSIONAL
EXPERIENCE -2**

2004 - Today

**MOTHER TONGUE
OTHER
LANGUAGES**

**English
French
Spanish**

Mario Monticelli

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Sex Male | **Birth Date** 09-23-1941 | **Italian** Nationality

Liceo Classico Cesare Beccaria - Via Linneo 5 (Milan)
Classical Maturity
**GEORGE S. MAY INTERNATIONAL spa 1, Centro direzionale Colleoni
I- 20041, AGRATE BRIANZA (MI)**
ISO 9001 STANDARD implementation trainer course ("Quality
management systems - Requirements") and other Directives

Technical Department and Technical Manuals Manager

Technical Department and Technical Manuals Manager

SIRA S.p.A Via della Resistenza, 53 I-20090 Buccinasco I- (MI) Italy
Electrical, pneumatic or hydraulic tools import and distribution. Automotive
process control instrumentation, screwing or inserting components systems
for automation processes.

Freelance editor, translator and pager of technical documentation
for machines, oil and gas, turbines, etc., various machinery,
assembly and process systems for automotives, etc. etc. -
Approximate volume: about 100,000 pages.

NLG ADRIATICO Project: Manuals and MSDS translation and
localization

GE Oil and Gas: User manuals, technical equipment and procedures etc.
translation localization and check.

GE Power Generation: User manuals, technical equipment and
procedures etc. translation localization and check

DMG: User manuals, technical construction file preparation, machines
CE marking, etc.

PPM: User manuals, technical construction file preparation, machines
CE marking, etc.

OTHER CUSTOMERS: User manuals writing, machine manuals
translation, produced material check, DTP and publication.

PERSONAL SKILLS AND COMPETENCES

ITALIAN

English, French, Spanish

UNDERSTANDING		SPOKEN		WRITTEN PRODUCTION
Listening	Reading	Interaction	Oral production	
B1/B2	C1/C2	C1/C2	C1/C2	C1/C2
B1/B2	B1/B2	A1/A2	A1/A2	A1/A2
B1/B2	B1/B2	A1/A2	A1/A2	A1/A2

Levels: A1/A2: Basic user - B1/B2: Intermediate user - C1/C2: Advanced user

Common European Frameworks of References for Languages



**TECHNICAL SKILLS
AND
COMPETENCES
COMPUTER SKILLS
AND COMPETENCES**

SOFTWARE

**CAT TOOLS
UTILIZATION**

**MAIN WORKS
CARRIED OUT**

**ASSOCIATIONS
(ATA, AITI, ANITI etc.)**

Machine risk analysis, CAD and 3D models editing for technical documentation, parts and components lists, machining and assembly procedures.

Using Microsoft Office, Autocad, DraftSight, scanners etc.

Microsoft Windows Office 2007, FrameMaker9, SDL Trados Studio 2019, MemoQ 9, etc.

SDL Trados Studio 2019, MemoQ 9

AGOSTINI ASS.: NLG Adriatic Project;

RDB: user manuals, etc.

PPM: Risk analysis, user manuals

DMG: User manuals, Translations

pdp GmbH: Technical documentation translation

None