

CV: ALICE ZUZEK

CONTACT:

Alice Zuzek
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BASIC INFO FOR TRANSLATION AGENCIES:

NATIVE ITALIAN TRANSLATOR

LANGUAGES: ENGLISH, SLOVENIAN, ITALIAN

SL>ENG

SL>IT

ENG<>IT

TEAM: www.savvytranslation.com

MANY LANGUAGE PAIRS AND DIRECTIONS.

I collaborate with a team of native translators who translate without exception into their native languages and who are specialized in various fields.

SHORT RESUME AND PRESENTATION:

I work as a translator full-time and I manage my own team of translators.

I am a native Italian translator with a University degree in Translation and Interpreting. I have studied languages and linguistics since a young age. Aside from my own language, I am competent in English and Slovenian and work well with Spanish. I also have a working knowledge of German.

I worked in the UK as Tour Coordinator at Travelbound, Brighton. My organizational skills and work-related commitment are excellent, as is my ability to work in a team and meet deadlines.

My highest priority at the moment, second only to my daughter, is to acquire extra skills and knowledge in the Translation Industry. I already manage my own team of translators and I have recently set up my own translation company based in Slovenia.

On top of my skills as a translator (language competence, translation awareness and techniques, attention to detail), I have a passion for audio/video formats and have a good understanding of subtitling related issues.

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SERVICES:

TRANSLATION, PROOFREADING, TRANSCRIPTION, COPYWRITING, CODING, SUBTITLING, INTERPRETING, SWORN TRANSLATIONS.

SWORN/CERTIFIED TRANSLATIONS

I am available for sworn translations **ENGLISH>ITALIAN, SLOVENIAN>ITALIAN.**

I charge a minimum of 15 Euros per page for the translation and 10 additional Euros per page for swearing in the Court (Court of Trieste, Italy).

One page is 1,500 characters including spaces.

Minimum charge: 1 page.

Revenue stamps are extra, as explained below:

1 REVENUE STAMP (14.62 EURO) EVERY 4 PAGES INCLUDING BOTH TRANSLATION AND SOURCE TEXT

(For example, you pay 1 revenue stamp from 0 to 4 pages and 2 revenue stamps from 5 to 8 pages and so on. With 3 pages of source text, there will be 3x2=6 pages in total to swear, resulting in 2 revenue stamps).

See also: <http://www.soget.net/it/traduzione/382/Asseverazione>

TEAM: Sworn translations available in **other language pairs.**

TAT: max 2000 words per day (per translator)

IT: Word, Excel, Adobe, HTML, Indesign. Trados Studio 2009. Demo version of Wordfast and MemoQ.

RATES

1 page (1500 characters including spaces)

Translation RATES from 15 Euros per page.

(Slovenian into English 20 Euros per page)

Proofreading RATES from 5 Euros per page

INTERPRETING: 200/300 Euros per day.

FIELDS: I am capable in a number of generic fields which I believe are quite standard in the basic repertoire of a professional translator and therefore do not merit listing (Tourism and Business Correspondence for example). However, there are some fields where extra training or experience is necessary and thus these are worth mentioning: I have a talent for creative writing (Marketing, copywriting); I have a good working knowledge of audio-video equipment and am particularly competent in the fields of finance (taxation), legal contracts, judicial sentences, pharmaceuticals, medicine and surgical procedures, ontology and the philosophy of language, not to mention, anthropology, ethnology and linguistics (morphology, phonology, grammar). I have had some experience in biological engineering and medical technology. Finally, I am a diligent and resourceful researcher of terminology.

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ME and LANGUAGE PAIRS

My name is Alice and I am a **native Italian** qualified translator with a **Slovenian** native background.

My husband, who is a linguist and works with me, is a **native of the UK (England)**.

I mainly translate from English, Slovenian and occasionally Spanish into Italian and from Italian and Slovenian into English.

SL>ENG

SL>IT

ENG<>IT

I have a **degree in Translation and Interpreting**. At university, I studied **English** as a first language and **Slovenian** as a second language. Slovenian is also the language I spoke as a child (in the context of a bilingual family).

Slovenian:

I come from a **bilingual Italian/Slovenian family** (my father and his parents speak both languages, whereas my mother speaks only Italian). I was brought up in a Slovenian dialectal environment (mostly spoken with grandparents) and contemporarily an environment of standard Slovenian language use (at primary school, with my father and facilitated by our proximity to Slovenia). Since my childhood, I have spoken Slovenian much less on a daily basis and as such lost my native production capacity. I reconnected with Slovenian on a regular basis, not to mention an academic one, at the **school for interpreters and translators**.

English:

English is the language that I have studied the longest and in the most depth. It is also the principal language of my new family. I have lived for **3 years in England** and I feel, quite simply, that English has become a part of myself and, indeed, I would say that there are very few occasions in which I find myself wishing to speak my native language for want of means of expression.

In summary: I translate from Slovenian and English into Italian, but also take great satisfaction from and feel infinitely at ease with translating from Italian and Slovenian into English.

My partner, Thomas, a capable native English translator, proofreads those translations which I do into English, thus ensuring that the key criteria of a professional translation are met, in particular and above all that if it doesn't make sense to a native, the job's not finished!

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CV: dates and previous experiences

I have been working full time as a professional translator and English teacher, VAT registered, since 2009.

Dates	09/11/2007 - 23/11/2009
Position	Tour Coordinator at Travelbound, Brighton, UK.
Position	Freelance translator , no VAT account.
Dates	16/04/2007 - 06/06/2007
Occupation or position held	Translator on a University placement
Main activities and responsibilities	Translating and proof-reading from English and Slovenian into Italian.
Name and address of employer	EUROLOGOS; via XXX Ottobre 4, 34 122 Trieste(TS), Italy; e-mail: info@eurologos-trieste.com; tel and fax: +39 040 630212; www.eurologos.com.
Type of business or sector	Translation and Interpreting services.
Dates	03/2007 - 04/2007
Occupation or position held	English Teacher
Main activities and responsibilities	Intensive English course for beginners (level A1/A2); teaching grammar and police related material in English.
Name and address of employer	Italian Ministry of Defence.
Type of business or sector	Police Training School.
Dates	2005 – 2007
Occupation or position held	Freelance Translator/Interpreter
Main activities and responsibilities	Translating business letters and school assignments for private clients.
Type of business or sector	Translation.
Dates	2000 – 2002
Occupation or position held	Assistant to Sport's Instructor
Main activities and responsibilities	Helping the instructor with his courses for children; karate in winter, canoeing in summer.
Name and address of employer	Karate Club Monfalcone.
Type of business or sector	Sport.

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Dates	1999 – 2007
Occupation or position held	Head Waitress
Main activities and responsibilities	Serving customers, directing staff, dealing with bills, taking and organising bookings and generally managing the logistical and practical execution of the restaurant service.
Name and address of employer	Most relevant (2002-2007): “ AL BARATTOLO ” Pz. S.Antonio Nuovo 2, 34132 Trieste(TS), Italy; www.albarattolo.it ; email: info@albarattolo.it; tel: +39 040631480; fax: +39 0407600215
Type of business or sector	Restaurateur

Education and training

Dates	11/2004 – 09/2008
Title of qualification awarded	Graduated in Translation and Interpreting
	GRADE: 105/110
	I translated 10 chapters of the Tourist guide Pravljične Poti Slovenije from Slovenian into Italian as part of the final dissertation.
Principal subjects / occupational skills covered	Translation and Interpreting, cross cultural communication (Translation-Interpreting theories and practice/language: first language-English; second language-Slovenian; third language(10cfu)-Spanish; translation from German into Italian first year; Italian grammar; English-Slovenian-Italian literature; politics and current affairs; EU; economics; linguistics; anthropology; ethnology; tourism.)
Name and type of organisation providing education and training	University of Trieste: School of Modern Languages for Translators and Interpreters SSLMIT, Italy
Dates	11/12/2006
Title of qualification awarded	International Professional English Certificate (C1).
Principal subjects / occupational skills covered	Economics (listening, writing, reading, speaking).
Name and type of organisation providing education and training	BCCI The British Chamber of Commerce for Italy.
Dates	09/2005 - 06/2006
Principal subjects / occupational skills covered	Erasmus Exchange Programme (translation Italian/English and Spanish/English; Italian/English liaison, consecutive and simultaneous interpreting; Italian/English summarizing; linguistics; politics; Spanish; cinema).
Name and type of organisation providing education and training	University of Salford, UK.

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Dates 09/1993 - 06/1999
 Title of qualification awarded High School Diploma.
 Principal subjects / occupational skills covered Italian grammar, stylistic skills and literature; English-Spanish-German grammar and literature; Latin grammar and literature; history; philosophy; art; sciences; maths; IT.
 Name and type of organisation providing education and training Liceo classico-linguistico F.Petrarca, Trieste, Italy.
 Level in national or international classification Equivalent to a full complement of GCSEs and A levels.

Dates 1990 - 1993
 Title of qualification awarded Middle School Diploma.
 Name and type of organisation providing education and training E. Giacich, Monfalcone, Italy.

Dates 1985 - 1990
 Title of qualification awarded Primary School Diploma.
 Principal subjects / occupational skills covered Bilingual primary education.

Personal skills and competences

Mother tongue(s) **Italian**

Other language(s) English, Slovenian, Spanish, German

Self-assessment <i>European level (*)</i>	Understanding		Speaking		Writing	
	Listening	Reading	Spoken interaction	Spoken production		
English	C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user
Slovenian	C1 Proficient user	C1 Proficient user	B1 Independent user	B1 Independent user	B1 Independent user	B1 Independent user
Spanish	B2 Independent user	B2 Independent user	A2 Basic User	A2 Basic User	B1 Independent user	B1 Independent user
German	A1 Basic User	A1 Basic User	A1 Basic User	A1 Basic User	A1 Basic User	A1 Basic User

(*) Common European Framework of Reference (CEF) level

Social skills and competences I am a talented communicator both at the academic level and the personal level. I work well with a diverse range of people. I enjoy socialising and take pleasure in making the most of it, whether professionally or otherwise.

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Organisational skills and competences I direct and manage people and situations in equally good measure. I have a strong logical mind and see reasonable and practical solutions to problems in below average time.

Technical skills and competences I am competent in 3 European languages aside from my native language.

Computer skills and competences I have proficient computer skills comprising: writing, spreadsheet, internet navigation and video editing software.
I own and use Trados (2007/2009) and Wordfast.(trial)

Artistic skills and competences I'm a good dancer and I like to decorate things.

Other skills and competences I'm a personable, driven, organised and fun person all wrapped up into one!

Driving licence(s) European Car Licence

Additional information In Case of emergency contact Thomas Keeler: (0039)3392246457

Autorizzo il trattamento dei miei dati personali secondo la legge 196/03.