

# ASTRID VIRILI



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33030, Camino Al  
Tagliamento Italia

## PROFESSIONAL SUMMARY

Detail-oriented Italian and Friulian Translator with experience in the IT field, contributing to the Friulian version of the Telegram interface. Versed in producing accurate documents for business and cultural application.

Background includes working in cultural and IT environments to perform document and verbal translation services. Excellent listening and communication skills with organized and systematic approach. Focused Translator with highly developed understanding of Friulian language and culture. Skilled in quickly and accurately translating written documents and audio recordings. Reliable employee offering excellent communication and good judgment.

## SKILLS

- Attention to Detail
- Article Writing
- Web Page Creation and Editing
- Social Media Platforms
- Proofreading and Editing
- Google Drive
- Adobe Systems Software
- Microsoft Office
- Dependability and Cooperation

## EDUCATION

**Università Degli Studi Di  
Udine**  
Udine

**M.D.:** Foreign Languages And  
Literatures

## CERTIFICATIONS

- English language level C2,  
ESB Certificate - 2021

## WORK HISTORY

**Exclusive Italy Weddings - Web Content Writer**  
*Codroipo, Italy • 05/2014 - Current*

- Developed and edited informative, highly engaging, concise content for company websites and social media platforms customized for target audiences and company campaign objectives.
- Strategized content based on Google Analytics data, geographical targeting and keyword planning.
- Employed Grammarly and SemRush tools to achieve proper grammar and syntax within articles and implement SEO principles on WordPress and other website hosts.
- Formatted articles, blogs and webpages with HTML, photos and infographics.
- Chose cover photography or artwork, selected fonts and arranged designs to attract target readership.
- Consulted with editors to shape story and eliminate any errors.

**Italsvenska Spa - Marketing Assistant**  
*Manzano, Italy • 06/2002 - 06/2012*

- Worked closely with product development teams to create and maintain marketing materials for sales presentations and client meetings.
- Wrote engaging and successful marketing, advertising

- ECDL Full Standard License  
- 2019

- and website copy.
- Proofread marketing collateral ahead of printing to eliminate errors.
- Used Adobe Suite for creation of content, photo manipulation and publication design.

## LANGUAGES

### English



Bilingual or Proficient (C2)

### German



Advanced (C1)

### Friulian



Bilingual or Proficient (C2)

### Italian



Bilingual or Proficient (C2)