



## Europass Curriculum Vitae

### Personal information

First name(s) / Surname(s)	<b>Viola Di Gioacchino</b>
Address	Flat 8 100-104 Stoke Newington High Street, London N16 7NY United Kingdom
Mobile	004407972493026
E-mail(s)	violadigioacchino@gmail.com
Nationality	Italian
Date of birth	19/08/1982
Gender	Female

### Work experience

Dates	2009 - 2012
Occupation or position held	Freelance translator and proofreader
Main activities and responsibilities	Working language pairs: English to Italian Chinese to Italian  Fields of expertise: -Market research industry (reports, research briefing, products descriptions) -Education (schools websites) -Environment (web articles for mongabay.com) -Literature (short stories for children) -Journalism (news reports, feature stories) -Medicine academic journals articles (psychiatry, immunology, genetics) manuals chapters (nutrition science and dietetics, toxicology) -Cinema (scripts, film criticism) -Tourism (hotel brochures) -Certificates, diplomas, CVs
Name and address of employer	private clients/agencies (references provided upon request)
Dates	2011 →
Occupation or position held	Hostess supervisor and interpreter in conferences and sport events
Main activities and responsibilities	High level of customer service: helping clients to register, supervising the catering staff, arranging special requests, assisting guests with interpreting (between English and Italian), and ensuring the smooth running of the events.
Name and address of employer	different agencies (references provided upon request) London (United Kingdom)
Dates	19/07/2010 - 29/10/2010
Occupation or position held	Project Manager/Translator
Main activities and responsibilities	-handling pre-assignment steps such as client enquiries, text analysis and order placement; -managing the actual translation process (scheduling, job preparation, research on relevant terminology, proofreading, post-editing and translation delivering); -executing post-assignment procedures such as iterative amendments on the basis of client feedback, management of a client file and update of any client or industry-specific glossaries to be used for future assignment;

	-maintaining an efficient filing system; -translating short assignments from English to Italian.
Name and address of employer	Rosetta Translation 47 Fleet Street, EC4Y 1BJ London (United Kingdom)
Type of business or sector	Translation agency
Dates	07/2009 - 09/2009
Occupation or position held	Interpreter
Main activities and responsibilities	Interpreter for English tourists for summer accommodation ( <a href="http://www.olearium.altervista.org/engl/engl-index.htm">http://www.olearium.altervista.org/engl/engl-index.htm</a> ) in Montorio al Vomano, Italy.
Name and address of employer	Terenzia Celli Olearium, Montorio al Vomano (TE) (Italy)
Type of business or sector	Tourism
<b>Education and training</b>	
Dates	02/2011 - 04/2011
Title of qualification awarded	Understanding Community Interpreting
Name and type of organisation providing education and training	Mary Ward Centre 42-43 Queen Square, WC1N 3AQ London (United Kingdom)
Dates	09/2007 - 05/2010
Title of qualification awarded	Master in Theory and Practice of Translation from and into Chinese Mandarin.
Principal subjects / occupational skills covered	Courses attended: -theory of translation; -practice of translation in a wide range of text typology (journalism, literature, medicine, advertisement, movie script, technical manuals, legal texts); -journalistic translation; -modern film from Taiwan and the Chinese diaspora.
Name and type of organisation providing education and training	School of Oriental and African Studies, University of London Thornhaugh Street, Russell Square, WC1H 0XG London (United Kingdom)
Dates	08/2007 - 09/2007
Title of qualification awarded	Scholarship obtained after HSK exam (Chinese proficiency test held in Rome on 13 May, 2006)
Principal subjects / occupational skills covered	Advanced course in Chinese language
Name and type of organisation providing education and training	Dongbei Caijing Daxue (Dongbei University of Finance and Economics) Dalian (China)
Dates	02/2004 - 06/2004
Title of qualification awarded	Chinese language course
Principal subjects / occupational skills covered	Chinese grammar, conversation, journalistic readings.
Name and type of organisation providing education and training	Beijing Waiguoyu Daxue (Beijing Foreign Studies University) Beijing (China)
Dates	2001 - 2005
Title of qualification awarded	University Degree in 'Lingue e Culture dell'Asia Orientale' (Languages and Cultures of Eastern Asia)
Principal subjects / occupational skills covered	Chinese language and culture (grammar, conversation, history, literature, art, philosophy, Classical Chinese). English language. Korean language (for six months).
Name and type of organisation providing education and training	University of Venice "Ca' Foscari" Dorsoduro 3246, 30123 Venice (Italy)

## Personal skills and competences

Mother tongue(s) **Italian**

Other language(s)

Self-assessment  
European level (\*)

**English**

**Chinese**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Proficient user	C2	Proficient user	C1	Proficient user	C1	Proficient user	C1	Proficient user
B1	Independent user	C1	Proficient user	B1	Independent user	A2	Basic User	B1	Independent user

(\*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences

-good ability to adapt to multicultural environments, gained through my study experiences abroad.  
-good teamwork skills developed during working experience in a small office.

Organisational skills and competences

-sense of organization, gained through studying for my master while doing part-time jobs (freelance translator, bartender) and through my internship as a project manager in a translation agency.

Technical skills and competences

-good command of translating processes: text analysis, translation problems and their solution.

Computer skills and competences

-good command of Microsoft Office (Word, Excel and Power Point), in Chinese as well, Adobe software, project open.  
-good skills in Internet research.

Other skills and competences

-Familiarity with Chinese martial arts practice and theory: I have been practicing Chinese martial arts for two years. I have translated some excerpts from a martial arts text for my final dissertation.

Driving licence(s) **B**

## Additional information

### PERSONAL INTERESTS

-cinema and film criticism;  
-traveling around the world:  
July 2004 one-month trip by myself around Northern China;  
2006 two months in Boston, Massachusetts;  
I have visited most of the European countries;  
-music;  
-cooking.