



## ABOUT ME

Passionate professional translator with more than 10 years of experience, an insatiable curiosity for world cultures, and an innate love and firm commitment to clear and effective communication aimed at the final audience. My passion for languages and communication has taken me to various countries, including Italy, France, Spain and the United States. Since 2012, I have been living and working in Madrid.

## CONTACT



+34 691 801 165



claudiacarroccetto@gmail.com



www.claudiacarroccetto.com

## SKILLS

- Adaptation to multicultural environments
- CAT Tools (SDL Trados Studio, MemoQ)
- Communication and interpersonal relationships
- Determination
- Organization and planning
- Proactivity
- Punctuality

## LANGUAGES

- Italian (native)
- Spanish (C2)
- English (C1)
- French (C1)
- Portuguese (C1)
- Japanese (A2)

# Claudia

## CARROCCETTO

### LANGUAGE SPECIALIST

## EXPERIENCE

### FREELANCE TRANSLATOR

2010 - today

Translation and proofreading from Spanish, English, French and Portuguese into Italian, a wide range of documents, from presentations and client communications to informational brochures, including websites for tourist accommodation, product catalogs for household items and restaurant menus. My main areas of work are: Travel and Tourism, Fashion and Beauty, Marketing and Gastronomy, among others.

### HOTEL RECEPCIONIST

#### Hotel del Duomo

2007 - 2009

Front-office tasks: reception and entertainment of Italian and foreign guests and management of relations with clientele.

Back-office tasks: reservation management, room planning, supervision of cleaning staff, payment management and billing.

## EDUCATION

- **DEGREE IN SCIENCES FOR INTERNATIONAL COMMUNICATION**  
University of Catania  
2003 - 2007
- **DELE SUPERIOR - DIPLOMA OF SPANISH AS A FOREIGN**
- **DALF C1 - ADVANCED DIPLOMA OF THE FRENCH LANGUAGE**
- **CAE - CERTIFICATE IN ADVANCED ENGLISH**
- **CELPE-BRAS - CERTIFICATE OF PROFICIENCY IN THE PORTUGUESE LANGUAGE FOR FOREIGNERS**