



Europass Curriculum Vitae

Personal information

First name / Surname **Valentina Fantini**
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Nationality Italian
Date of birth 27/04/1975
Gender Female

Desired employment / Occupational field

Translator

Work experience

Date	January 2008
Occupation or position held	Court-appointed technical consultant for English and Spanish languages
Main activities and responsibilities	Translations of legal documents and documents in general to be shown during trials
Name and address of employer	Tribunale di Firenze – Court of Florence, Piazza San Firenze – 50121 Firenze - Italy
Type of business or sector	Law
Dates	September 2007- August 2008
Occupation or position held	English Language and Literature Teacher
Main activities and responsibilities	Teaching English Language and Literature to high school Italian students from the first to the fifth class; member of the state exam board.
Name and address of employer	Istituto "Dante Alighieri" (scientific high school), Via di Ripoli, 88 – 50124 Firenze - Italy
Type of business or sector	Education
Dates	September 2006 – June 2007
Occupation or position held	English and Spanish Teacher
Main activities and responsibilities	Teaching English and Spanish to high, middle and primary school Italian students
Name and address of employer	Liceo Scientifico Statale "M.E. Agnoletti"- Campi Bisenzio (Fi); Istituto Calamandrei - Firenze; Istituto Professionale di Stato "F. Martini" - Montecatini Terme (Pt)
Type of business or sector	Education
Dates	January 1998 – December 1999
Occupation or position held	Shop assistant in sports store
Main activities and responsibilities	Customer care and assisting
Name and address of employer	Sportime, Via Aretina, 101 – 50069 Sieci – Firenze - Italy
Type of business or sector	Commerce, sales
Dates	September 1995 – 2008
Occupation or position held	Free lanceTranslator
Main activities and responsibilities	Translations English – Italian and Spanish – Italian of literary, legal, general and technical texts

Name and address of employer Translated.net, Piazza Citera, 1 – 00040 Pomezia (Rm); Avv. Leonardo Bianchini , Via Masaccio, 235 – 50132 Firenze - Italy

Type of business or sector Translation

Dates September 1994 – September 1995

Occupation or position held Employee in a woodworking machines factory

Main activities and responsibilities Foreign customers care, translations English and Spanish – Italian of price lists and instruction manuals

Name and address of employer Euromac S.p.A., Via Montetrini, 152 – 50100 Firenze - Italy

Type of business or sector Metalmechanics

Dates September 1992 – 2008

Occupation or position held Private Teacher

Main activities and responsibilities Teaching and revising high and middle school subjects with singular students

Name and address of employer Self-employment

Type of business or sector Education

Education

Date May 2008

Title of qualification awarded State qualification to teach English and Spanish in middle and high schools

Principal subjects/occupational skills covered Methods of language teaching, Law, Psychology, Pedagogics, Sociology and Didactics

Name and type of organisation providing education and training SSIS Toscana c/o Universities of Pisa and Florence

Level in national or international classification II level master

Date July 2006

Title of qualification awarded Degree in Foreign Languages and Literature

Principal subjects/occupational skills covered English and Spanish Literature, English and Spanish language and philology, History, Geography and Linguistics

Name and type of organisation providing education and training Università degli Studi di Firenze, Florence

Level in national or international classification Degree

Date July 1994

Title of qualification awarded Graduation diploma

Principal subjects/occupational skills covered English, Spanish, Russian, French, Italian language and literature, latin language and literature, Science, History and Philosophy

Name and type of organisation providing education and training Liceo Linguistico Internazionale, Florence

Level in national or international classification Diploma

Personal skills and competences

Mother tongue

Other languages

Self-assessment

European level (*)

English

Italian

English, Spanish, French and Russian

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Advanced	C1	Advanced	C1	Advanced	C1	Advanced	C1	Advanced

Spanish	C1	Advanced	C1	Advanced	C1	Advanced	C1	Advanced	C1	Advanced
French	B1	Pre - intermediate	B1	Pre - intermediate	B1	Pre - intermediate	B1	Pre - intermediate	B1	Pre - intermediate
Russian	A2	Elementary	A2	Elementary	A2	Elementary	A2	Elementary	A2	Elementary

(*) *Common European Framework of Reference for Languages*

Social skills and competences	<ul style="list-style-type: none"> - Good social spirit - Good interaction with people in general <p>Skills acquired during travels, school and university</p>
Organisational skills and competences	<ul style="list-style-type: none"> - Leadership - Good organisational skills in working groups <p>Skills acquired during work and university</p>
Computer skills and competences	<ul style="list-style-type: none"> - Very good competence in using Microsoft Word, Excel, Power Point, Trados, Internet Explorer and Adobe Reader acquired at school and in everyday practice
Artistic skills and competences	<ul style="list-style-type: none"> - Singing - Musical Theory and Harmony <p>Studied at Music School</p>
Driving licence	Type "B" European Driving Licence for cars and lorries up to 35 quintals