

# ANNALISA DE PETRA

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## PROFILE

I am an expert translator, editor and project manager.

I have been working for a leading Italian translation company as a Project Manager and QA specialist focusing on IT related projects. I am responsible for projects for one of the most important client in the information technology sector and for website localization projects .

I have also been working as a freelance translator and editor for world renowned companies in the IT, medical and videogame sectors.

## AREAS OF EXPERTISE

- Technical translation from English and Spanish into Italian in the IT, videogames and medical sectors.
- Linguistic and technical quality assurance.
- Project Management.
- Good command of various CAT, translation memory & localization software tools (Trados, Wordfast, IBM Translation Manager and Google Translator Toolkit).

## EMPLOYMENT HISTORY

### QA specialist and Project Manager

Since December 2008 — Present

Translated srl ([www.translated.net](http://www.translated.net)), Rome

- **Project Manager and QA specialist for IBM Corporation**, one of the main clients of Translated srl. Responsible for managing projects from kick-off to delivery. This involves constant communication with the clients' project leaders, managing a team of 15 translators, solving file engineering issues using IBM Translation Manager and other editors, meeting very tight deadlines and taking care of invoicing for all projects.
- **Project Manager on more generic projects** from beginning to end. Main tasks: preparing files for translation, allocating budget for translation and review, setting timelines for projects, meeting customers' needs and quality and time expectations.
- **Responsible for websites localization projects** from analysis of customers' needs and requests for quotations through to translation management. Gained experience in handling and working with different file formats (XML, PHP, ASP, Javascript, HTML) and CAT tools (mostly Trados Tag Editor).

### Freelance translator

Since 2007 — Present

- As a freelancer, I have been working mainly on computer science, videogames and medical translations, proofreading and editing for one of the leading companies in the market, **Transperfect Translations** ([www.transperfect.com](http://www.transperfect.com)), New York, USA.
- Successfully completed numerous translation projects for **Konami, Nintendo, Flowserve** and the **European Parliament** (end clients).

### Teacher

April 2006 – June 2006

International House, London

- Teacher of Italian as a second language to English speaking students.

## PRESENTATION

- Speaker at the **International Postgraduate Conference in Translation and Interpreting 2009**, Heriot-Watt University (Edinburgh). Title of my presentation: *The suspension of disbelief in videogames: effects of localization*.

## EDUCATION

- November 2008. **MA in Translation** at San Pio V University, Rome. Degree thesis entitled "*La Suspension of Disbelief nei videogiochi: effetti della localizzazione*" (The suspension of disbelief in videogames: effects of localization). Main

subjects studied: games localization, CAT tools, technical translation.

- November 2005. **BA in Foreign Language and cultures** (English, Spanish and Portuguese) at Roma Tre University, Rome.

#### LANGUAGES

- Italian: mother tongue.
- English: advanced both written and spoken.
- Spanish: advanced both written and spoken.
- Portuguese: working knowledge.

#### IT SKILLS

- Operating system: Windows XP and Windows Vista.
- Office suite: Microsoft Office 2003 (Word, Excel and PowerPoint); OpenOffice.org (Writer, Calc, Impress).
- Corel Draw
- CAT Tools: Trados and Tag Editor 7; IBM Translation Manager 6.1.6; Wordfast 6 Pro; Google Translator Toolkit.
- Good understanding of XML, PHP, ASP, Javascript and HTML. I understand and can handle variables, arrays, strings and escape characters.

#### SPECIALTIES

- Videogames.
- Computer, Information Technology, software.
- Medical, pharmaceutical.
- Marketing.

#### RATES

Rates and daily output are susceptible to alteration according to the complexity of the project and the time involved. My standard rates and turnaround are as follows:

- Translation EN, ES, PT > IT: 0.05 euro/word.
- Revision EN, ES > IT: 0.025 euro/word.
- Standard daily output: 2,500 words/day.

Last updated on November 11, 2009