

# CURRICULUM VITAE

## Vania DIONISI

39 years old, married, Italian

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## TRANSLATOR

French, English, Spanish > Italian

VAT No. 01919740561

**Italian**  
**French**  
**English**  
**Spanish**  
**Portuguese**

### Mother tongue.

Lived in France from 1995 to 2004.

Fluent in written and spoken.

Excellent in written and spoken.

Good understanding.

## EMPLOYMENT

- 2004 to date      **Freelance Translator:**  
**Law:** *articles of associations, contracts, agreements, tenders, records, notary acts, license agreements, minutes, divorces, successions, summons, judgements, deeds of sale, diplomas, certificates*  
**Tourism:** *guidebooks, museum guidebooks, websites, ecotourism, hotels, brochures...*  
**Marketing & Business:** *websites, market researches, surveying, internal training, communication, company brochures, catalogues, press releases, commercial correspondence...*  
**Antiques furniture & restoration, furnishings, woodworking.**  
**Gastronomy, nutrition, recipes, organic food, oenology.**  
**Environment, ecology, renewable energy.**  
**User and installation manuals, maintenance manuals, technical specifications:** *home automation, alarm systems, DVD/CD/MP3/MPM players, household appliances...*
- 2005-2007      **French and Spanish Teacher**, CEPU School, Viterbo, Italy.
- 2001-2004      **Full-time qualified Italian Teacher.** Currently on leave.  
Charles Fauqueux Junior Secondary School, Beauvais;  
Henri Bergson Secondary School, Paris, France.
- 1999-2001      **Freelance Translator:** tourism, gastronomy, law, technical, business.
- 1997-1999      **Translations, Manager Assistant and Commercial Assistant.**  
Nuovo Pignone General Electric, Paris, France.
- 1995-1997      **Receptionist**  
Hôtel Ambassador Concorde, Paris; Hôtel Santa Fe, Marne la Vallée, France.

## EDUCATION & QUALIFICATIONS

- 2005      **Diploma in Tourism Interpretation** (French, Spanish, English), Viterbo District Council, Italy.
- 2003      **Bi-admissibilité d'Agrégation d'italien**, Ministry of Education, France.
- 2001      **Secondary School teaching qualification (CAPES d'italien)**, Ministry of Education, France.
- 2000      **Degree (Licence) in Italian Language and Literature**, grade: 15/20 *Mention Bien*, Charles de Gaulle University, Lille III, France.
- 1996-1997      **Advanced Spanish course**, Sorbonne University, Paris IV.
- 1995      **Primary School teaching qualification**, Ministry of Education, Italy.
- 1994      **Degree (Laurea) in Modern Languages and Literatures** (English major; French and Spanish minor), grade: 110/110, University of Perugia, Italy.

## COMPUTING

Desktop Windows XP Professional Edition;

Laptop Windows Vista.

Office 2007 (Word, Excel, Power Point, Publisher, Access), Adobe Acrobat 8.0 Professional, Abbyy FineReader 9.0, Kaspersky antivirus.

ADSL always on.

CAT : Wordfast, SDLX lite.