



Alessandra Massimini

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Gender: Female **Date of birth:** 24/06/1990 **Nationality:** Italian

WORK EXPERIENCE

[16/12/2016 – Current] **Web content manager**

Mondadori spa

City: Milan

Country: Italy

Main activities and responsibilities:

I write lists and guides (in Italian) about:

- Cooking
- Hobbies and free time
- Education

[26/07/2012 – 31/12/2013] **Volunteer**

T.W.L.O.H.A.

City: Melbourne

Country: United States

Main activities and responsibilities:

I worked as a volunteer taking part in promotional activities and awareness campaigns promoted by the association regarding suicide prevention, addiction and mental health.

[07/04/2006 – 31/12/2010] **Volunteer**

Red Cross

City: Lanciano

Country: Italy

Main activities and responsibilities:

I worked as a volunteer taking part in promotional activities and awareness campaigns promoted by the association.

I also worked with children and elders.

I took part in camps, such as "European People's Festival" and "San Gregorio" during L'Aquila Emergency.

EDUCATION AND TRAINING

[10/01/2021 – 07/08/2021] **Translator (en-it/it-en)**

S.S.I.T.

Address: Pescara, Italy

Field(s) of study: Medical translation , Legal and commercial translation

Final grade: 29/30, 28/30, 27/30

Main subject / occupational skills covered:

I learned how to translate medical, legal and commercial documents.

[10/06/2017 – 20/06/2017] **Cambridge ESOL - C2**

Cambridge

Address: United Kingdom

Field(s) of study: English

Final grade: C

[06/09/2003 – 19/07/2009] **High school diploma**

Liceo Classico

Address: Lanciano, Italy

LANGUAGE SKILLS

Mother tongue(s): Italian

Other language(s):

English

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

DIGITAL SKILLS

Microsoft Office | Microsoft Word | Microsoft Excel | Microsoft Powerpoint | Google Drive | Social Media | Outlook | Cat tools | LinkedIn | Omega-T | TRADOS