

FORMATO EUROPEO PER IL CURRICULUM VITAE



PERSONAL INFORMATION

Name and Surname **ANDREA GIANGOLINI**
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Nationality Italian

Date of birth 01/10/1978

WORK EXPERIENCE

- Dates **January 2013 – February 2013**
 - Name of the employer Law Office "Studio Avvocati Brualdi"
 - Type of business or sector Law Office
 - Occupation or position held TRANSLATOR
 - Main activities and responsibilities Italian-Arabic Translation, legal framework
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- Dates **February 2011 – January 2012**
 - Name of the employer Chamber of Commerce of Pesaro-Urbino, Italy
 - Type of business or sector Autonomous Institution under Public Law
 - Occupation or position held OFFICE WORKER
 - Main activities and responsibilities Smart Cards and Tachograph Cards Office, Sanction Office
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- Dates **NOVEMBER 2002 - NOVEMBER 2003**
 - Name of the Employer D.F.U. S.r.l. Pesaro (PU)
 - Type of business or sector Tools for woodworking
 - Occupation or position held Warehouse Manager
 - Main activities and responsibilities Warehouse Logistic

SOCIAL SKILLS AND COMPETENCES

I improved my linguistic capabilities during my experience in Syria by Arabic training courses; during that experience I also had the possibility to know the relational dynamics of the Middle Eastern people.

EDUCATION AND TRAINING

- Dates October 2004 - February 2010
- Name and type of organization providing education and training Bachelor, Oriental Languages and Cultures Valuation:105/110
- Principal subjects/occupational skills covered English Language and Literature, Arabic Language and Literature
- Title of qualification awarded Doctor in Oriental Languages and Cultures, valuation 105/110

MOTHER TONGUE **ITALIAN**

OTHER LANGUAGES

- ENGLISH**
- Reading EXCELLENT
 - Writing GOOD
 - Speaking EXCELLENT

- ARAB**
- Reading GOOD
 - Writing GOOD
 - Speaking GOOD

ORGANIZATIONAL SKILLS AND COMPETENCES

Good communication skills and organization capabilities for working alone or in team. Excellent attitude to problem solving and leadership; strong capability to relationship with foreign people.

COMPUTER SKILLS AND COMPETENCES.

KNOWLEDGE OF WINDOWSXP, VISTA, EXPLORER, ACROBAT, OPENOFFICE.

INTERESTS

My interests are travelling and reading.