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| EuropassCurriculum Vitae |   |
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| Personal information |  |
| First name(s) / Surname(s)  | Beatrice Cerrai |
| Address(es) | 11, Via Manzoni, I-20023, Cerro Maggiore MI, Italy |
| Telephone(s) | +39331422265 | Mobile: | +393334694585 |
|  |  |
| E-mail | gianshoe@gmail.com |
|  |  |
| Nationality | Italian |
|  |  |
| Date of birth | 31st August 1973 |
|  |  |
| Gender | Female |
|  |  |
| Desired employment / Occupational field | Freelance en-fr>it>en-fr translator |
|  |  |
| Work experience |  |
|  |  |
| Dates | January 2016 - Now  |
| Occupation or position held | Translator, Sales Manager, Communication Manager, Web & Social media content Editor |
| Main activities and responsibilities |  |
| Name and address of employer | NaturalMamma di Luisa Maria Orsi, Via Musine 10, I-10051 Avigliana TO, Italy |
| Type of business or sector

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| Dates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
|  Occupation or position held |  |
| Main activities and responsibilities |  |
| Name and address of employer |  |
| Type of business or sector |  |
| Dates |
| Occupation or position held |
| Main activities and responsibilities |
| Name and address of employer |
| Type of business or sector |
| Dates |
| Occupation or position held |
| Main activities and responsibilities |
| Name and address of employer |
| Type of business or sector |

 | E-commerce April 2014 – April 2015Community Manager, Social Media Manager & StrategistBiancoFiere srl, Via Oslavia 36, I-10153 Turin, ItalyEvent PlanningMay 2009 – December 2015Translator, Web content editor, Web content manager, Social Media editor, Social Media Strategist, Social Media ManagerIl leone verde Edizioni, Via Santa Chiara 30bis, I-10122 Turin, ItalyPublishingAugust 2012Fr>it translation of legal documents for Paris CourtCalzaturificio Angelo Coppola srl, Via Cimabue 26/28, I-20032 Cormano MI, ItalyFootwear |
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| Dates |

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| Date**s** | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
| Occupation or position held |  |
| Main activities and responsibilities |  |
| Name and address of employer |  |
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| Type of business or sectorDates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
| Occupation or position held |  |
| Main activities and responsibilities |  |
| Name and address of employer |  |
| Type of business or sector |  |

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| Dates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
| Occupation or position held |  |
| Main activities and responsibilities |  |
| Name and address of employer |  |
| Type of business or sector |  |
| Dates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
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| Main activities and responsibilities |  |
| Name and address of employer |  |
| Type of business or sector |  |
| Dates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
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| Name and address of employer |  |
| Type of business or sector |  |

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 |  July 2012 En>it translation of Sales Agreements Calzaturificio Angelo Coppola srl Footwear  May 2012 En>it web content and advs translation Laura Tenorini Servizi Editoriali e Linguistici Translation Agency  January 2012  It>en localisation of [www.naturalmammaclothnappy.com](http://www.naturalmammaclothnappy.com) NaturalMamma di Luisa Maria Orsi E-commerce 2012 Fr>it translation of C. Lepage, *OGM-La verità riguarda anche te*, Il leone verde Edizioni <http://www.leoneverde.it/ogm--la-verita-riguarda-anche-te/LV00359/> Il leone verde Edizioni Publishing 2011 En>it translation of S.J. Buckley, *Partorire e accudire con dolcezza*, Il leone verde Edizioni <http://www.bambinonaturale.it/partorire-e-accudire-con-dolcezza/BN00338/> Il leone verde Edizioni Publishing  2011 En>it translation of J.J. McKenna, *Di notte con tuo figlio*, Il leone verde Edizioni <http://www.bambinonaturale.it/di-notte-con-tuo-figlio/BN00303/> Il leone verde Edizioni Publishing 2011 It>en localisation of [www.rainbowlife.co.uk](http://www.rainbowlife.co.uk) Silvia Pepe, Shevington, Manchester, Uk E-commerce |
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| Dates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
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| Main activities and responsibilities |  |
| Name and address of employer |  |
| Type of business or sector |  |
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Education and training | 2011It>en translation of extracts from E. Balsamo, *Libertà e amore*, Il leone verde EdizioniIl leone verde EdizioniPublishing2011It>en translation of business docs, resumes, budgetsGianmarco Lorenzi srl, Porto Sant’Elpidio FM, ItalyFootwear2010En>it tranlsation of *Vivere con il cancro del rene*, Kindey Cancer AssociationKidney Cancer AssociationPublishing2010En>it translation of A. Kohn, *Amarli senza se e senza ma*, Il leone verde edizioni<http://www.bambinonaturale.it/amarli-senza-se-e-senza-ma/BN0036/>Il leone verde EdizioniPublishing2010It>fr translation of technical manuals for commercial pizza ovensPizza Group srl, San Vito al Tagliamento PN, ItalyIndustry2009En>it translation of I. Fox, *Sempre con lui – I vantaggi di essere un genitore a tempo pieno*, Il leone verde Edizioni<http://www.bambinonaturale.it/sempre-con-lui/BN0016/>Il leone verde EdizioniPublishing2009Fr>it translation of M. Gerlach, *Proteggere il libro*, FIDAREFederazione Italiana Editori IndipendentiPublishing 1995-2004 Secretary and Translator Mittler&C. srl, Milan Italy / Portale e Visconti International Law firm, Milan Italy Industrial property - Legal |
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| Education and training  |  |
| Dates | October 1992-October 1995 |
| Title of qualification awarded | Bachelor Degree in Translation |
| Principal subjects/occupational skills covered | En-fr>it>en-fr translation |
| Name and type of organisation providing education and training | SSITT – Scuola Superiore per Interpreti e Traduttori del Comune di Milano |
|  |  |
| Dates | September 1987-June 1992 |
| Title of qualification awarded | Foreign Languages Degree |
| Principal subject/occupation skills covered | English and French Language and Literature |
| Name and type of organisation providing education and training | Civico Liceo Linguistico A. Manzoni (foreigh languages High School) |
|  |  |
| Personal skills and competences |  |
|  |  |
| Mother tongue(s) | Italian  |
|  |  |
| Other language(s) |  |
| Self-assessment |  | Understanding | Speaking | Writing |
| European level (\*) |  | Listening | Reading | Spoken interaction | Spoken production |  |
| English |  |  | C2 |  | C2 |  | C2 |  | C2 |  | C2 |
| French |  |  | C2 |  | C2 |  | C2 |  | C2 |  | C2 |
|  | (\*) [Common European Framework of Reference for Languages](http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en) |
|  |  |
| Social skills and competences | Attention, accuracy and precision, communication (as far as my activity as a Social Media Manager and Community Manager), curiosity, patience and steadfastness  |
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| Organisational skills and competences | Autonomy, sense of organisation, accuracy in setting and abiding by schedules |
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| Technical skills and competences | Technical Translation (Legal, Patents, Manuals, Websites)Book Translation (Education and Childcare books)Community and Social Media ManagementWeb writing – Seo editing |
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| Computer skills and competences | Complete command of Microsoft Office (Word, Excell)Complete command of email programs (Outlook, Mozilla Thunderbird)Complete command of Wordpress |
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| Artistic skills and competences | Writing, Singing, Drawing |
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| Other skills and competences | Literature, Arts |
|  |  |
| Driving licence | Category B |
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