

## **Cristina Paolino**

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### **Career summary**

A challenging opportunity to use my proven knowledge and long experience as a translator and consecutive interpreter to provide my client high-level performances, accompanied by excellent attention to details, fast understanding of new topics and proven managing skills.

### **Accomplishments**

- ✓ Successfully collaborated as translator and consecutive interpreter with translation agencies (Alltrad S.a.s., Turin, Italy – Consulenza & Gestione, Turin, Italy – SDT, Rivoli, Italy – Eureco UK, London, UK) and companies (Comau S.p.A. Welding Systems and Material Handling Department, Powertrain Department, Robotics department, Grugliasco (TO), Italy – Fata Automation S.p.A., Pianezza (TO), Italy – Bertone S.p.A., Grugliasco (TO) - Sandretto S.p.A., Turin, Italy - Bertolamet S.p.A., Turin, Italy – Promal S.r.l., Bruino (TO)) of documents in diverse technical fields: mechanics, electrics, robotics, presses, installation manufacturing and engineering for automobile industry; and patents, websites, marketing documents (automotive and naval industry, watches, furniture, banking and business), catalogs, certificates and religious subjects.
- ✓ Translated scientific patents for a major Technical University in Italy (Politecnico di Torino) and scientific documents concerning the dental mechanics.
- ✓ Collaborated as freelancer with translation agencies as project manager and proofreader of translation jobs.
- ✓ Effectively managed projects concerning engineering, manufacturing and commissioning of automated lines requesting time scheduling, implementation supervising, review of economic proceedings, evaluation of changes in the scope of supply and performances required by customers of automobile industry (Comau S.p.A., Borgaretto (TO), Italy – Kuka GmbH, Augsburg, Germany – Mercedes Benz, Sindelfingen, Germany – Volkswagen, Hannover, Germany – Stola S.p.A., Rivoli (TO), Italy).
- ✓ Purposefully took care as project manager of relationships with customers and suppliers in order to solve problems and successfully implement project activities.
- ✓ Extensively collaborated with sales department in order to analyze customer inquiries, to define and analyze scopes of supplies and performances subject to bid, to establish contacts with potential customers and suppliers.
- ✓ Collaborated to develop procedures of the quality insurance system to enforce the European rules ISO 9001 and ISO 9001 version 2000 for the mechanical engineering.
- ✓ Vigorously managed as Responsible the Technical Documentation Department in engineering area of my company (1999 -2002).
- ✓ Taught basic English and German to employees of several companies and co-workers.
- ✓ Collaborated with travel agency serving clients and contacting tour operators.

### **Language Skills**

- ✓ Italian: native language
- ✓ English: proficient written, spoken and comprehension level
- ✓ German: proficient written, spoken and comprehension level

- ✓ French: proficient written, spoken and comprehension level

## Experience

- ✓ **Freelance Translator and Interpreter**  
Self-employed at Lingua Mia Translations, L.L.C. 2012-present
- ✓ **Freelance Translator and Interpreter**  
Self-employed 2006-2010
- ✓ **Part-time travel agent**  
IRIE Viaggi, Collegno (TO), Italy 2006-2008
- ✓ **Project Manager – Sales Representative – Technical Documentation Department Manager – Translator and Interpreter**  
OFAM Engineering s.r.l./OL-CI s.r.l. Rivalta (TO), Italy 1999-2006
- ✓ **Freelance Translator and Interpreter**  
Self-employed 1995-1999

## Education

- Università degli Studi di Torino – Turin, Italy,** 1996  
Bachelor of Arts in Foreign Languages and Literatures  
Major: German, minor: French
- Allanguages, Torino, Italy** 1996-97  
Special Training for German Language Translators

## Certifications:

ATA certified from English into Italian

## Additional training and continued education:

- “Corso pratico su Wordfast” held by Proz.com Milan, Italy, December 2007
- “Introduzione al marketing: consigli per promuovere la propria attività” held by Proz.com 10/2012
- “The difference between proofreading and editing” held by Proz.com 12/2012
- “Come attirare nuovi clienti - Strategie di marketing” held by Proz.com 03/2013

## Computer Skills

Windows and Mac, Winword, Excel, Microsoft Project, PowerPoint, Access, Outlook and Page, Number and Keynote.  
CAT-sofwares: Trados and Wordfast.

## Affiliations:

American Translators Association  
Utah Translators & Interpreters Association  
Proz.com