**GIORGIO GARELLA**

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**TRANSLATOR and INTERPRETER**

A multi-skilled, reliable and professional translator and interpreter with 3 years of experience as a freelancer translator working on different texts and fields for an Italian Company and International Institutions as well as for translation agencies. Languages include Italian (Native), English (Fluent), Japanese (Proficient), French (Good) Turkish (Beginner). Educated to Masters level in top Italian, Japanese and UK Universities achieving an **outstanding** grade.

Over the years I have acquired the ability to communicate clearly and effectively with people from all social and professional backgrounds. I am well-mannered, articulate and fully aware of diversity and multicultural issues. I am currently interested in working as a translator for a successful and ambitious company that offers great opportunities for career development and progression.

**KEY SKILLS AND COMPENTENCIES**

* Able to fluently speak English, Italian and Japanese.
* Researching legal and technical phraseology to ensure the correct translation is used.
* Liaising with clients to discuss any unclear points.
* Translation of documents/letters from a foreign language to Italian and English & vice versa.
* Reviewing and proofreading mother-tongue text.
* Conducting face-to-face interpreting.
* Supporting the translation team with other projects when necessary.
* Excellent spoken and written English.
* Retrieving articles from newspapers, magazines and internet and translating them into Italian and English.
* Proficient user of Microsoft Office, Outlook and translation software as Trados Freelance Edition 6.5 e 7.1, SDL Trados 2006.

**PERSONAL SKILLS**

* Critical thinking.
* Understanding systems of meaning in texts, images, objects and audio files.
* Team-working and brainstorming.
* Target-oriented work.
* Excellent communication and social skills.
* Public speaking skills.
* Able to work to tight deadlines.
* Willing to travel and able to work under pressure.
* Friendly.

**CAREER HISTORY**

Feb 2014 - Sept 2015 – **MANGA Translator - RW Publishing Company**

* I translated, proofread and adapted a Japanese Manga (Samurai Executioner - 首斬朝) from Japanese to Italian for an Italian Comics Publishing.

Oct 2012 - Ongoing – **Professional Translator**

* Freelance English, Japanese and French translator to Italian and from Italian to English.
* Specialized in translating the following fields: Humanities, Art, Archaeology, IT/Computer (general), Photography (magazines), Psychology and Psychoanalysis articles, Business (general), Comics.

Sep 2010 – Jul 2011 – **Assistant Manager - *Solania srl*** *Food Conservatory Business* – (Sarno, Italy)

* I assisted the managers to prepare material and events.
* I helped to promote the Company's products by travelling and attending national food fairs/events.

Jul 2008 – Dec 2009 – **Tour guide** - ***Vomero Travel Agency srl*** – (Naples, Italy)

* Linguistic consulting service as interpreter Japanese-Italian and vice versa.
* Administration, logistical support and transfer service from the airport to main areas of interest of the city of Naples.

Sept 2008 – Dec 2008 – **Internship Contract** - ***IFF****- International Friendship Foundation Japan* – (Naples, Italy)

* Three months internship position as Linguistic and Cultural Mediator.
* Translator/Interpreter Japanese to Italian.
* I assisted with the planning and organization of events in Naples promoting Japanese culture.

Jan 2007 –Jul 2008 – **English Teacher** – ***NOVA Group*** *(English Teaching Company)* – (Tokyo, Japan)

* I planned English and Italian language lessons.

**EDUCATION**

2012 - 2013 **SOAS, University of London** - London, UK

Diploma in International Business

2007 - 2008 **T.U.F.S. – Tokyo University of Foreign Studies** - Japan

Diploma in Japanese Studies

2002 - 2007 **University Of Naples "L'ORIENTALE"** – Naples, Italy

MA - ORIENTAL CIVILIZATION AND LANGUAGES

(FAR EAST DEPARTMENT)

**SUBJECTS:**

* English Language, Japanese Language and Literature, Japanese Philology.

**ADDITIONAL INFORMATION**

TRAVEL, PHOTOGRAPHY, VIDEOGAMES

I have travelled frequently to various places in the world including: Japan, South Korea, China, Singapore, Malaysia, U.S.A and many countries in Europe. I love travelling, experiencing new cultures and meeting people.

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