**Curriculum Vitae**

**Personal**

Ingo Georg Vivian Paravano

Netherlands

Email: your\_words\_translation@hotmail.comTel: 03437 - 55225

**Keywords**: patient, proactive, hard working, strong character, keen to learn, problem solver, efficient

**Work Experience**:

2015  Project management client interaction, translation professional.

2014  Project management, client liasons, translation professional.

2013  Graphic design diploma, Project management, client interaction, liasons and translation professional.

2012  Web development, graphic design, translation work, liasons and client interaction.

2011  project management, web development, translation work, client interaction.

2010  Project management in Lisbon, client interaction, mediating, translation work.

2009  Project management, interaction, translation work, web development and graphic design.

2008  Project management,restoration projects,client interaction, translation work, web development and graphic design.

2007  Restoration projects, interaction, translation work, web development and graphic design.

2006  April: relocated to Portugal to restore own home.

**Education:**

***2012    Graphic Design Diploma,  The International Careers Institute, London***

***2005    Reprographics Operator and Workflow controller, Williams Lea, London***

***2000    Graphic Design Diploma,  CTU Training Solutions, Pretoria***

***1998    MCSE Microsoft Engineer, Windows Acadamey, Pretoria***

***1997    Horticulture, Teknikon RSA, Pretoria***

***1992    Landscape Technology, Technikon, Pretoria***

***1990    Matriculated High School, Clapham, Pretoria***

**Hobby’s**

Computers, translation, reading, listening to and making music, graphic design, plants, cooking, watching films and

 documentaries, modeling in clay, woodwork, decorative steelwork, welding, garden layout, landscaping.

**Computer skills**

All aspects of Windows, all versions

Microsoft Office (Word, PowerPoint, Excel, Access)

Adobe Graphics Suite, Photoshop, Illustrator, Corel Draw, 3D Studio Max, Adobe Flash, Dreamweaver

Computer maintenance, repairs and installation of new systems

References available upon request.