



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Laura MASTRANGELI**
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E-mail(s) mistral42@alice.it
Nationality Italian
Date of birth 25 Sep 65
Gender Female

**Desired employment /
Occupational field** **Freelance translator - Military /Defense Industry**

Education and training

Dates 14/04/1999
Title of qualification awarded Doctor in Modern Foreign Languages
Principal subjects / occupational skills covered University degree in English Language and Literature (4 years - old system, Thesis in English language & literature)
Name and type of organisation providing education and training University "La Sapienza" of Rome (University)
P.le Aldo Moro,1, 00100 Rome (Italy)

Work experience

Dates 15/11/1990 →
Occupation or position held employee
Main activities and responsibilities 20 years experience in Public administration, 18 of which in Military/Defence related subjects.
Name and address of employer Public administration (Government)
Type of business or sector Secretarial - Linguist

Dates 15 Nov 90 - 3 Mar 08
Occupation or position held Administrative secretary/Linguist
Name and address of employer Presidency of the Council of Ministers
00100 Rome (Italy)
Type of business or sector Administrative and Linguist

Dates 3 Mar 08 →
Occupation or position held Administrative secretary/Linguist/Translator
Name and address of employer Ministry of Interior
00100 Rome (Italy)
Type of business or sector Administrative and support service activities

Dates 1 Dec 09 →
Main activities and responsibilities Translia Freelance Web Translator

Personal skills and competencesMother tongue(s) **Italian**

Other language(s)

Self-assessment
European level (*)**English****French**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Proficient user	C1	Proficient user	C1	Proficient user	C1	Proficient user	C1	Proficient user
B2	Independent user	B2	Independent user	B2	Independent user	B2	Independent user	B2	Independent user

(*) [Common European Framework of Reference \(CEF\) level](#)

Organisational skills and competences

Very good sense of organisation, timeliness and accuracy.

Technical skills and competences

Specialised in Military related terms. Good skills in Literature, general topics and others. Translia website translator.

Computer skills and competences

Good command of Microsoft Office tools (Word 2007, Excel anso on). Specialised in Power Point slides and graphics, Encarta maps and Internet Explorer.

Artistic skills and competences

Decoupage, literature, gardening, listen to music, travelling; create: greetings cards, stationery, calendars, origami and others paper works.

Other skills and competences

Very accurate and timely translations. Honest translation rates.

Driving licence(s)

B

Additional information

18 years experience in Military / Defence translations.

Available part-time (4-5 hours/day).

If needed, a more detailed CV (courses attended,or training) is available on request.

Wishing to learn even more subjects or new fields of specialization.