

Valeria Tanci

Freelance Translator & Event Manager

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Job Experience

Freelance Translator (Italian, English and German) for AVSI (volunteer) and for Italian Agencies. Focus on Medicine, Tourism, Fashion & Style.

Event Manager

EEM Services - Rome

February 2020 - July 2020

Organization of medical congresses at national and international level (AINI and ISNI 2020); sponsor and KOLs management; budgeting and invoicing; production of new content for the Congress newsletter and website; organization of CME courses.

Lecturer at the European Institute of Design - Master in Event Organization

Istituto Europeo di Design - Rome

September 2019 – January 2020

Lessons about the organization of medical congresses in Italy and abroad.

Project Manager

Triumph Italy - Rome

January 2019 - February 2020

Organization of the World Congress of Dermatology 2019; organization of Premio Anima 2019; organization of corporate meetings; location scouting for social events on behalf of bidders and pharmaceutical companies; budget and suppliers' management; cost estimates; organization of events on behalf of the Ministry of Foreign Affairs; management of FAD projects.

Project Leader and Scientific Secretariat (medical congresses)

Letscom srl - Rome

May 2014 - August 2018

Scientific Secretariat for medical congresses (app development, teaser campaigns, product launches, translation of scientific material, presentations' editing).

Organization of international medical congresses such as EAU, ESC, ESSM, ISSM, WCC; production of communication strategies related to the event; KOLs management; budget and suppliers' management. Organization of kick-off meetings, on-site presence during the event; budgeting and invoicing.

Tourist office management and Customer Care

Fashion District Roma srl – Valmontone

November 2012 - May 2014

Tourist Office management inside the mall; customer care; events management with the marketing department.

School Teacher (English Language)

Istituto Salesiano Villa Sora

October 2007 - October 2011

English teacher (grammar and literature) at the high school. Coordination of exchange programmes with English students.

School Teacher (English Language)

Istituto Enrico Mattei

December 2006 - July 2007

English teacher at the high school.

Education

Master in Event and Communication Management

24Ore Business School - Rome

October 2018 – April 2019

PhD in Contemporary History

Freie Universität Berlin – 2006 - 2010

Degree in Foreign Languages (German and English)

Università La Sapienza Roma

IT Skills

Office; excel; powerpoint; word; outlook; wordpress.

Certifications

Web Content

Online course at Ninja Academy

Production of web content; social media management and strategies.

Social media management

Alta formazione Sweb – 2016

Web marketing strategies, social media management

ZMP Deutsch

Goethe Institut Berlin - 2006

Additional Information

I'm a very sociable person; I love outdoor activities, especially with my three dogs, which come from the local shelter where I'm also a volunteer. I like hiking, but also meditation and yoga.

I've always been interested in literature, art, theatre and so on; I like reading and studying new subjects. I also keep on studying foreign languages, and try to travel as much as I can.

References

Elena Zeni, PM at Chiesi Farmaceutici
Emilio Nanni, PM at Menarini Corporate
Elena Annibaldi, Senior Buyer at Menarini Corporate
Alma Blasi, Project Manager at Next
Chiara Degirolamo - Medical Writer - Freelance

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