

CURRICULUM VITAE

Katja Volpin

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Place and date of birth: Paderno Dugnano (Milan, Italy), 11/10/1967

EDUCATION

- 2007** **Master's degree** in Technical Translating at "Università Cà Foscari" of Venice (Treviso Campus).
Curricular languages: English and Spanish. Thesis: "Translation and analysis of the website www.alhambra.org"
- 2004** **Bachelor's degree** in Translation and Interpretation, "Scuola Superiore per Mediatori Linguistici", Milan, Italy.
Curricular languages: English and Spanish.
Erasmus: Universidad de Granada, Facultad de Traducción e Interpretación.
Thesis: "Localization and analysis of the Aviano Air Force Base Website"
- 1986** **High school diploma** as "Business and Language Specialist", I.T.C.P.A, Limbiate (Milano), Italy.
Languages: English and German.

SPECIALIZATION COURSES

- 2018** Course on Management and Methodology in the E-learning with Moodle platform (Fundación Estatal para la Formación en el Empleo, Spain)
- 2016** Official Examiner for **DELE** (Diploma de Español como Lengua Extranjera), Instituto Cervantes
- 2015** Course Web 2.0 – Course Marketing Strategies 2.0 – Fundación Tripartita
- 2014** Proz.com courses on accounting and financial translation, Anatomy and Medical Terminology for Translators
- 2013** **DEC** Certificate (Diploma of Commercial Spanish-C1) - Spanish Chamber of Commerce in Italy
DITALS I Certificate (Certificate of Italian Language Teaching to Adults) – University of Siena for Foreign Students
Proz.com seminars on medical and pharmaceutical translation and acronyms
Certificate of Business English (**BEC HIGHER**) and Certificate of Financial English (**ICFE**) - University of Cambridge
- 2011** International Certificate in Legal English (**ILEC**) and **CELTA** (Certificate in English Language Teaching to Adults) - University of Cambridge
Diploma de Español como Lengua Extranjera **DELE Superior** (C2), Instituto Cervantes
- 2009** Vocational training Certificate- Course on the use of Basic SDL Trados FL 2007, Terminology.it, Sept. 2007, Milan

CERTIFICATIONS

- Certified Teacher of English. ITALIAN ARMY FOREIGN LANGUAGE SCHOOL
- Tester for English JFLT (NATO Stanag 6001) and Spanish DELE, DAAD)
- Sworn Translator at the Court of Monza and Milan (Italy); registration No. 4582
- Sworn interpreter for summary trials for the Court of Milan
- Registered at the Chamber of Commerce of Monza and Brianza as qualified Translator
- CELTA (English), DITALS (Italian)
- Official Examiner for DELE (Spanish) for levels C1–C2 and NATO JFLT (Stanag 6001)
- Member of Proz.com Certified PRO
- Member of ASSIPCONS (Italian Association of Court Consultant and sworn Translators and Interpreters)

WORK EXPERIENCE

I developed my career into two main areas; teaching and translation, even though I have extensive experience also in other positions indirectly related to my main career areas.

TRANSLATION AND INTERPRETATION (language combinations: IT>EN>IT, IT>ES>IT, EN>ES>EN)

June 2018 – now – Sworn translator for the court of Milan, the Court and the District attorney of Monza, Italy

Oct. 2001 - now

- Translations: legal, tax, contracts, medical, technical (machinery and plant engineering), paper industry, tourism, wood industry and website of new Parmalat SpA.
- Liaison interpreting and linguistic mediation at the Policlinico Hospital in Milan (English, Spanish and German)
- Telephone interpreting for the Italian Emergency Number (English, Spanish and German)
- Translations for the District Attorney of the Court of Monza (Italy)

Aug – Dec 2014 – Translator for the PUCE University Translation Center – Pontificia Universidad Católica del Ecuador (Quito, Ecuador)

Mar – Jul 2014 – Universidad Estatal Amazónica (Puyo, Ecuador)

Translator for the University Research Center

May – Jun 2014 – WWF e COICO (Coordinator of Indigenous Organizations of the Amazon River Basin)

Translation from Spanish to English of the document titled “Creation of a Strategy for the Vida Plena Holistic Management of Territories in the Amazon basin” to be published.

2013 to 2014 – Interpreter and cultural mediator at the *Policlinico di Milano* Hospital and telephone interpreter for the European Emergency Number 112.

2005 to 2008 – Language Technical Consultant (Translator and Interpreter) for the District Attorney in Milan and Monza (translations and transcriptions in investigations conducted by the Italian Finance Police).

LANGUAGE TEACHING (English, Spanish and Italian for foreigners)

March 2018–now – Teacher of standard and business English in the Italian Army Language School, private schools and companies

July 2018 – Teacher of standard English at the Edinburgh School of English, Edinburgh, Scotland, UK

2008 – now

- Teacher in the permanent at the Army Language School in Perugia: courses for the Armed Forces engaged at embassies and consulates, multinational commands and intensive course at the army Military Academy in Modena, Senior Staff Officers, the Army Specialization School of Turin, the preparation for the Joint Services Staff College (NATO) and the Superior Institute of Police Officials.

- Official examiner for English (JFLT NATO, Stanag 6001)

Sept.–Dec. 2017 – Teacher of English, and Italian in Madrid (Iveco España, B-lingual, Spanish Ministry of Defense, SACYR)

Feb – Dec 16 – Hochschule Technik und Wirtschaft, Karlsruhe, Germany – Teacher of Advanced Business/Financial English

– Hochschule für Technik, Stuttgart, Germany – Teacher of standard and Business Spanish

– Volkshochschule, Stuttgart, Germany – Teacher of standard Spanish, English, Italian and Business English

– Official DAAD examiner for Spanish – Hochschule für Medien, Stuttgart, Germany

Aug – Dec 2014 Teacher of standard English

Pontificia Universidad Católica del Ecuador (Quito, Ecuador) and Universidad de las Américas, (Quito, Ecuador)

Mar – Jul 2014 – Teacher of standard English – Universidad Estatal Amazónica (Puyo, Ecuador)

Sept – Mar 2014 – Teacher of Spanish Language and Literature at the Teulié Army High Military School of Milan

Jun – Jul 2013 – Examiner for English Language and Literature for the Ministry of Education at the High School Final Exam at the following schools: *Preziosissimo Sangue* in Milan and *Barbara Melzi* in Legnano (Milan).

2008 – I.Re.F. courses for the Regional Government Officials.

1993 – 2017– Collaboration with language schools, companies and law firms. Types of courses (groups, one-to-one, tailor made, preparation for the Cambridge international certifications, Trinity College and DELE for Spanish)

OTHER RELEVANT WORK EXPERIENCE

US ARMY Wiesbaden, Jen–May 2017	Vehicle Registration Clerk, Military Police, Vehicle Registration Office
31/FW, US AIR FORCE, AVIANO Air Base, 1992–2003	Vehicle Registration Clerk, Military Police, Vehicle Registration Office Accounting Technician Library Technician
TITALIA Srl, Jun 2005- Jan 2006	Export Manager
TAMOIL SPA 2002	Executive Secretary
ALBACOM/BT TELECOM 1998–2001	Executive Secretary
SELECO SpA 1995-1997	Executive Secretary
BUSS AG 1998	Export foreign correspondent
ABRIT Srl 1988-1989	Export foreign correspondent
MADER SCHABENFLEIß, GmbH 1988	Export foreign correspondent