

Silvia Maragliano

e-mail: s.maragliano@libero.it

skype: silvia.maragliano2

LinkedIn: [goo.gl/LDR2Ik](https://www.linkedin.com/in/silvia-maragliano)

PROFESSIONAL EXPERIENCE

MARCH 2016 – September 2016

Translator/Proofreader (EN/DE>IT), and PM

Help SRL, Ferrara – IT

- ✓ Translation and proofreading of marketing texts as well as press releases, and B2B communication
- ✓ Management and update of TMs
- ✓ Management of the translators' database
- ✓ Management of translation projects including quotations, deliveries, follow up, and problem solving

February 2015 – ongoing

Freelance translator EN/DE>IT

- ✓ Translation of Vital Records and certificates
- ✓ Website translation
- ✓ Translation of magazine articles for consumers' magazines
- ✓ Translation of academic material (e.g. in the field of Computer Forensics)

April 2014 – October 2014

Translator (EN/DE>IT)

Purchase and Procurement Assistant

Consonni International Contract SRL, Cantù – IT

- ✓ Translation of business and legal daily correspondence
- ✓ Translation of technical documents
- ✓ Meeting minutes (drafting and translation)
- ✓ Clients' communication
- ✓ Office duties

EDUCATION

2013

Master's Degree

Foreign Languages, Translation, and Communication

University of Bologna – IT

2011

Bachelor's Degree

Business Interpreting and Translation

University of Bologna – IT

STUDIES ABROAD

2012 – 2013

Exchange Student

The University of North Carolina at Chapel Hill

North Carolina – USA

2010 – 2011

Exchange Student

Technische Hochschule Köln

Cologne – DE

POST-GRADUATE EXPERIENCES

2016

Master in *Digital and Social Media Marketing*

Europa Cube Innovation Business School

Milan – IT

2016

Fashion&Digital Laboratory, 2nd edition

Digital Vizir

Milan – IT

2015

ARTIS Conference on Translation Research

University College London

London - UK

LANGUAGE SKILLS

- ✓ **IT**: mother tongue
- ✓ **EN**: TOEFL, excellent written and spoken
- ✓ **DE**: WiDaF, excellent written and spoken
- ✓ **FR**: good written and spoken
- ✓ **PT**: basic written and spoken

COMPUTER SKILLS

- ✓ **OS**: MAC OS X, Windows
- ✓ **Languages**: Latex, HTML
- ✓ **Office**: Windows, Mac, Open Office
- ✓ **CAT Tools**: Tag Editor, Trados 11/14/15, Passolo
- ✓ **QA**: SnellSpell, XBenCh