

FORMATO EUROPEO
PER IL CURRICULUM
VITAE

PERSONAL INFORMATION

First name(s) / Surname(s)

GAGLIANO LAURA

Address(es)

VIA DI SAN GIULIANO, 76 - 71122 FOGGIA (ITALY)

Fax

+39 881 721380

Mobile +39 347 8558634

+39 327 6612414

E-mail(s)

laga@traduttricefreelance.it / laga@net-translator.com

Web address(es)

[http:// www.traduttricefreelance.it](http://www.traduttricefreelance.it)[http:// www.net-translator.com](http://www.net-translator.com)

Nationality

Italian

Place and Date of birth

Foggia JULY 4, 1972

Academic professional qualifications

- PROFESSIONAL TRANSLATOR on the Roll of Experts - category "Foreign Languages" (translators and Interpreters) - at Chamber of Commerce in Foggia.
- COURT-APPOINTED EXPERT on the Roll as an English and a French Translator at Foggia's court.
- CERTIFIED TRANSLATOR in conformity with the European Standard UNI EN 15038:2006

My areas of expertise are: Economics and Finance, Contracts and Trade agreements, Business correspondence, Computer-aided and multimedia publishing, Mechanics and Electro-mechanics, Electronics, Boats, Machine tools, Handbooks, Web Sites, Medical and Scientific texts, Legal papers, Patents, Trademarks & Copyrights.

WORK EXPERIENCE

• Dates

SINCE 2000

• Name and address of employer

Many Translation Agencies, Engineering and Law Firms, Publishing Houses, Small and Medium-sized Enterprises, associations and private companies both in Italy and abroad

• Occupation or position held

Freelance translator & proofreader from English and from French into Italian and vice versa.

• Main activities and responsibilities

Technical, scientific, literary translations of *handbooks, legal papers, contracts, patents, e-books, magazines, web sites, subtitles, etc.*

- Dates
 - Name and address of employer
 - Occupation or position held
 - Main activities and responsibilities
- SINCE JULY 2016**
 COMEX EURO DEVELOPMENTS
 Lussemburgo
 Freelance translator
 Translations of *Product specifications* and of *Technical handbooks* from French into Italian
- Dates
 - Name and address of employer
 - Occupation or position held
 - Main activities and responsibilities
- SINCE OCTOBER 2015**
 I BUONI MOTIVI snc – Communication and Strategic Informatics Company
 Belluno
 Freelance translator
 Translations of *Web Sites* from Italian into French
- Dates
 - Name and address of employer
 - Occupation or position held
 - Main activities and responsibilities
- MARCH – SEPTEMBER 2015**
 WIDENOISEFACTORY – Communication company
 Roma
 Freelance translator
 Translations of articles on the *technological development of Africa*, from Italian into English/French and vice versa
- Dates
 - Name and address of the employer
 - Occupation or position held
 - Main activities and responsibilities
- MAY – JUNE 2015**
 Mr. Pino Casolaro – Actor, director, teacher
 Foggia
 Freelance translator
 Translation from Italian into English of the dialogues – with subtitles – of the Docufilm "*La Nuvola e Issione*". It has been shot at the excavations of Pompeii and the Vesuvius National Park.
- Dates
 - Name and address of employer
 - Occupation or position held
 - Main activities and responsibilities
- MARCH – AUGUST 2015**
 COREBOOK Multimedia & Editoria
 Perugia
 Translator freelance
 - Translation, from Italian into English, of the e-book "*Ricamare il Trasimeno*", a journey through the history and practice of embroidery in the lake area.
 - Translation from Italian into English of the national cultural magazine "*I like my lake*". The magazine aims to enhance all Italian lakes and their socio-cultural elements.
- Dates
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 - Occupation or position held
 - Main activities and responsibilities
- FROM JUNE 2014**
 PROBIKESHOP
 Francia
 Freelance translator
 Translations of specifications for an *e-commerce* concerning the *Bicycle*, its components, its accessories and protections of the top brands (*Shimano, Campagnolo...etc*), from French into Italian www.probikeshop.it
- Dates
 - Name and address of employer
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 - Main activities and responsibilities
- APRIL 2014**
 SM CONCAST - Udine
 Freelance translator
 Translations of instruction, operating, maintenance, lubrication, user manuals etc. (*metallurgic industry*) concerning an Electric arc furnace, from English into French.
- Dates
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- SINCE FEBRUARY 2014**
 UNIPARBEAUTY – Paris (France)
 Freelance translator

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- Translations of cosmetic magazines, from French into Italian.
- JANUARY 2014**
LAW FIRM MESCIA - Foggia
Freelance translator
Translations of a *Decree* and a *Claim* from Italian into English.
- NOVEMBER 2013**
Multimedia Publishing House COREBOOK - Perugia
Freelance translator
Translation, from Italian into English, of Web Site and Brochure of *Fondazione Marini Clarelli Santi* www.fondazionemariniclarellisanti.org
Translation, from Italian into English, of the virtual tour of *Palazzo degli Oddi*.
- SINCE APRIL 2012**
GLOBE GROUP S.r.l. - Foligno (PG)
Freelance translator
Translations and revisions of financial statements, legal papers, business and financial documents, contracts, quality management manuals, user's handbooks, instruction manuals, etc... from Italian into English/French and vice-versa.
- JULY - SEPTEMBER 2012**
TEK Translation International, S.A. - Spain
Freelance translator
Translations of contracts, technical handbooks, quality management manuals, etc. from English into Italian.
- MAY 2012**
Soc. Coop. ATHENA – Mrs M. Marcantonio
Foggia
Freelance translator
Translations of archaeological texts from Italian into English, for an archaeological exhibition "*Protection and Improvement of the Historical and Archaeological Heritage of Monti Dauni*", held in Alberona (Fg).
- MARCH 2012**
Multimedia Publishing House "Corebook" - Perugia
Freelance translator
Translation of an e-book of fiction from Italian into French:
"Les Aventures de François" by Patrizia Riello Pera.
- SINCE FEBRUARY 2011**
SIT Ingegneria S.r.l. - Engineering Company - Foggia
Freelance translator
Translations of instruction, installation, maintenance and user manuals (field of *mechanics-electronics, electrotechnics*) from English and French into Italian and vice versa;
Contracts, tender specifications and technical papers (*photovoltaic plants*), from English and French into Italian and vice versa.
- SINCE JANUARY 2011**
Translation Agency "A.D.T. International" - France
Freelance translator
Translations of patents (*high technological content inventions*) and legal papers from French into Italian.
- SINCE NOVEMBER 2010**

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EFFEINDUSTRIA Technical Communication & Cross Media - Riva del Garda (Trento)

Freelance translator

Translations of instruction, installation, user and maintenance manuals (*ZF Marine boats*) from Italian into English and French and vice versa.

Translations of DANA Motors from English into Italian and from Italian into French.

NOVEMBER 2010

Multimedia Publishing House "Ideanimation" - Perugia

Freelance translator

Translation of the Web Site www.ideanimation.com from Italian into English.

SINCE MAY 2010

Translation company "Microstyle S.r.l." - Biella

Freelance translator

Translations of contracts, asset and liability statements from Italian into English; translations of instruction manuals from Italian into French.

JULY 2010

ANBO TRADE S.r.l. – Treviso

Fashion Trade, gifts and fancy goods, etc.

Freelance translator

Translations of their e-commerce platforms from Italian into English and French.

SINCE APRIL 2010

Mr Diego Mazza – Rome

Freelance translator

Translations of a big Web Site (*artistic – literary*) www.charminrome.com, from Italian into English, about a collection of Bed & Breakfast and Flats in Rome.

MARCH 2010

LIMCOS di Monica Limonta - Bergamo

Freelance translator

Technical translation of a Web Site (*iron and steel industry*) from English into Italian.

23 OCTOBER 2009

Mr Filippo Argento - Foggia

Sworn translator

Legal translation from Italian into French of an *injunction* and a *precept* sworn and authenticated in Foggia's court.

SEPTEMBER 2009

Robs S.A. – Belgium

Metal structures, frameworks, panels, etc.

Freelance translator

Technical translations of three instruction manuals from French into Italian.

16 SEPTEMBER 2009

Mr. Pontonio Felice - Foggia

Sworn translator

Legal translation from Italian into French of a *notarial deed* sworn and authenticated in Foggia's court.

JUNE 2009

Translation company "Fabula S.r.l." - Reggio Emilia

Freelance translator

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Translation of an instruction manual (*mechanics*) from English into French;
translation of a legal paper from English into Italian.

FROM MARCH 2008 TO FEBRUARY 2009

Mr. Pietro Di Cesare – Foggia

Veterinary

Translator

Translation of a book of *Veterinary Medicine* (Author *Allen M. Schoen*) from English into Italian.

SINCE MAY 2008

Translation Agency "ART-International" – France

Freelance translator from English and from French into Italian

Translation from English into Italian of a *Call for tenders* on behalf of the National Hydrocarbon Corporation;

translations of patents, etc.

FEBRUARY 2008

Translation Company "LangXpress S.r.l." - Milano

Freelance translator

Translation from French into Italian of *Specifications of Clauses and General Terms of collective agreements for French Railway Network*.

NOVEMBER 2007

Translation Centre "Eurotext of Rita Glowka-Vangheluwe" - Conegliano (TV)

Freelance translator

Translation of a *cash-flow statement* from English into Italian.

NOVEMBER 2006

Tozzi Sud S.p.A. - Foggia

Manufacture of power-boards and equipment; Electrical systems and equipment

Freelance translator

Translations from Italian into French of instruction manuals and maintenance for power-boards.

JULY 2006

Company "Farmalabor S.r.l." - Canosa di Puglia (BA)

Sworn translator

Legal translation from French into Italian of a *Confidential Agreement*, sworn and authenticated in Foggia's court.

MAY 2006

Mr. Tancredi Abenavoli - Reggio Calabria

Freelance translator

Translation of the *UN Charter* from Italian into English.

DECEMBER 2005

Translation Agency "Wolf Group S.p.A." - Erba

Freelance translator

Translations from English into Italian of instruction manuals of electrical equipment (ex. *generators...*).

2004 - 2006

Translation Agency "TDR S.r.l." - Milano

Freelance translator

Translations of patents (ex. *Machines CANON*) from English and from French into Italian.

2003 – 2004

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Company "Technical Translations, Inc." - Texas (USA)

Freelance translator

Translations of *economic* and *legal papers* and translations of *big instruction manuals* from English and from French into Italian.

2002 - 2006

Translation company "Xplanation Language Service" – Belgium

Freelance translator

General and Technical translations from French and from English into Italian; Proofreading jobs.

2002 - 2006

Translation company "Microstyle S.r.l." - Biella

Freelance translator from Italian into French and vice versa.

Technical translations of big instruction manuals concerning machine tools and textile machines.

2002 – 2003

Translation Agency "Intrade s.a.s. di Hoelzenbein Claudia & C." - Arezzo

Freelance translator from English into Italian

Translations of contracts (ex. *Bids for tender ...*) and instruction manuals; Translation of a *scientific manual of child psychology*.

JULY – SEPTEMBER 2002

Translation company "Apex Translations" - Columbia

Freelance translator

Technical translations from English into Italian of instruction manuals concerning different machines (ex. INGERSOLL RAND Compressors).

MAY 2002

Miss Aurelia Gagliano - Foggia

Translator

Translation from French and from English into Italian of the *scientific journal of Work and Organisational Psychology* "HUMAN RESOURCE".

2001 – 2003

Company "Translation Agency s.a.s. di Carlo Gualazzi & C." - Mantova

Freelance translator from English and from French into Italian

Technical translations of instruction manuals, contracts, legal papers, economic texts, etc.

APRIL 2001

Foggia 's court

Investigating magistrate Mr. A. Buccaro

Official Expert Witness (Translator from English into Italian)

Expert evidence of translation, as an *expert witness*, for the civil proceedings brought by "Levir S.r.l." against "Agenzia marittima Ditta Mario De Girolamo S.a.S."

APRIL 2001

Translation Agency "Tat di Tiziana Albanese" - Lecce

Freelance translator

Legal translation from Italian into French of a *contract of purchase* sworn and authenticated in Foggia's court.

MARCH 2001

Miss Ketty Zingariello - Foggia

Translator

Literary translation from English into Italian for a degree thesis (*Faculty of Arts*).

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EDUCATION AND TRAINING

- Dates
- Name and type of organisation providing education and training
- Principal subjects /occupational skills covered
 - Title of qualification awarded

- Dates
- Name and type of organisation providing education and training

2000 - 2001

Translation Agency "Eurostreet a.r.l." - Biella
 Freelance translator
 Translations of *medical reports* from English and from French into Italian.

JUNE 2000

Language School "In Lingua" - Bari
 Freelance translator
 Economic and financial translations from English into Italian.

FROM JANUARY 1998 TO MAY 2000

Delisi S.r.l. Import / Export - San Severo (FG)
 Metallurgical and Mechanical company manufacturing straightening and cutting machines
 Employee
I was in charge of:
 business correspondence with foreign countries;
 relations with foreign agents and customers;
 orders and shipments;
 translations of instruction manuals and illustrative catalogues of the above mentioned machines.
 I also took part in International and National fairs as an interpreter.

JULY 1998

Miss Marina D'Addeda - Foggia
 Sworn translator
 Translation from English into Italian of a *specialist journal of Biology* sworn and authenticated in Foggia's court.

1998

Bioconserve S.r.l. Import / Export - Cerignola (FG)
 Translator
 Translations of business letters from English and from French into Italian and vice versa.

MAY – AUGUST 1997

Valtur S.p.A. - Tunisia
 Tourist Village El Kebir Bizerte (Tunisi)
 Secretary in the administrative department

1997

Mr. Matteo Paziienza - Foggia
 Translator
 Technical translation from French into Italian for a degree thesis (*Faculty of Dietetics*)

1995 - 1996

Interpreters' and Translators' School (*Scuola Superiore per Interpreti e Traduttori*)
 Rome (Italy)
 TRANSLATION from English and French into Italian and vice versa
 Degree in TRANSLATION and INTERPRETING.

JULY – AUGUST 1996

Interpreters' and Translators' School,
 Ireland (Cork)

<ul style="list-style-type: none"> • Title of qualification awarded <li style="padding-left: 40px;">• Dates • Name and type of organisation providing education and training • Principal subjects /occupational skills covered • Title of qualification awarded 	<p>Course of English (with certificate).</p> <p>1990 - 1991 Technical School "Notarangelo" Foggia Foreign languages</p> <p>Secondary-school diploma as a Business Assessor and Foreign Language Correspondent.</p>
<p>PERSONAL SKILLS AND COMPETENCES</p>	
<p>MOTHER TONGUE(S)</p>	<p>ITALIAN</p>
<p>OTHER LANGUAGE(S)</p>	<p>ENGLISH</p>
<ul style="list-style-type: none"> • Understanding <li style="padding-left: 20px;">• Writing <li style="padding-left: 20px;">• Speaking 	<p>EXCELLENT EXCELLENT EXCELLENT</p>
<ul style="list-style-type: none"> • Understanding <li style="padding-left: 20px;">• Writing <li style="padding-left: 20px;">• Speaking 	<p>FRENCH EXCELLENT EXCELLENT EXCELLENT</p>
<p>RELATIONAL SKILLS AND COMPETENCES</p>	<p>I am a sociable and broadminded person. I stayed abroad, in particular I have worked in Tunisia for 4 months and I stayed in England where I widened my knowledge in English.</p>
<p>ORGANIZATIONAL SKILLS AND COMPETENCES</p>	<p>My education, knowledge and experience allow me to provide you with a high quality, reliable and accurate service.</p>
<p>COMPUTER SKILLS AND COMPETENCES</p>	<p>Windows XP, Vista and Windows 7; Windows 8; Windows 10; MS Office; Photoshop; Acrobat Reader; Internet Explorer; Outlook Express; SDL Trados Studio 2011.</p>
<p>DRIVING LICENCE(S)</p>	<p>B</p>
<p>ADDITIONAL INFORMATION</p>	<ul style="list-style-type: none"> - Available for transfers because of work. - I have VAT registration number