

# ALESSIA RICCIUTO

26-year-old woman graduated in European languages, cultures, and literature. Interested in expanding my knowledge and cultivating my skills. I am passionate about novels, traveling to better understand cultures, and developing my foreign language capabilities.

## WORK EXPERIENCE

### Effezetaitalia spa

04/2023 – on going, Puglianello (BN), Italy

#### Assistant Buyer

Negotiate with suppliers and build long-term relationships.

Assist the buyer in selecting the right goods.

Uploading purchased products to the website

### Novotel Caserta Sud

03/2023 – 04/2024, Recale (CE), Italy

#### Receptionist

## EDUCATION

### First level Master in Translation Sector

SSIT- Scuola Superiore per Interpreti e Traduttori dal 1979 a Pescara

12/2022 – 05/2023

- **Legal-Commercial Translation**

Contracts, corporate documents, notarial deeds, international certifications, Powers of Attorney, and sworn translations

- **Medical Translation**

Diagnosis, reporting, medical history, medical publications for professionals, informative articles on medical research

- **Website Translation**

E-tourism, e-commerce, food industry, luxury and fashion industry, titles, subtitles, slogans, microcontents, keywords

### Bachelor's Degree in European Languages, Cultures, Modern Literature

Università degli studi di Napoli Federico II

10/2016 - 02/2022

- **Main subjects:** linguistics, morphology, syntax, semantics, lexicon,

philology, and foreign literatures

- **Thesis in English literature:** From Orwell to Ishiguro: evolutions of the

dystopian genre in English literature

## COURSES

### Basic Course Trados Studio

Oxford Centre Group

11/2022-12/2022

The course was centred on the practical use of Computer Assisted Translation software and the management of the professional translation process.

### Training course in "YES I start-up – Formazione per l'Avvio d'Impresa"

Dr. Job s.p.a.

09/2022-10/2022

Entrepreneurial training course teaching the basics of start-up creation, from the formulation of the business plan to the preparation of the administrative documentation.



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Caserta, Italy

## SKILLS

### Professional:

Trados | Subtitle Edit | AntConc |

Excel | PowerPoint | Word

### Personal:

Communication | Integrity | Flexibility

Organization | Responsible

## LANGUAGES

Italian ●●●●●●

English ●●●●●●

German ●●●●●●

## VOLUNTARY WORK

### TED

02/2022 – On going

Translation and trascription of TED talk videos

## WEBINAR

### "La Traduzione Turistica"

Oxford Centre Group

09/2022

### "La Traduzione Editoriale – settore sportivo"

Oxford Centre Group

10/2022

### "Ciclo di webinar invernale a tema Interpretazione"

Associazione Studenti Traduttori & Interpreti

11/2022 – 12/2022

### "Machine Translation senza paura"

EST- European School of Translation

12/2022