



Curriculum Vitae

Personal information

First name / Surname **Alessia Puglielli**
Address Via S. Spaventa, 13, 67039 Sulmona (AQ) (Italy)
Telephone(s) +39.0864.52560 Mobile | +39.329.4092702
E-mail(s) pugliellialessia@gmail.com - alessiapuglielli@virgilio.it
Nationality Italian
Date of birth 10 September 1982
Gender Female

Work experience

Dates December 2008 - Today
Occupation or position held **Freelance Translator**
Main activities and responsibilities I dedicate my time to freelance translating. My top fields of expertise are: Medicine and Law. I have translated material even in the following sectors: business, commercial, contracts, tenders, and psychology. I've translated, from English into Italian, medical lecture notes for graduation thesis. I've proofread material, translated by third party, from English into Italian I've held private lessons in English

Dates January 2008 - 22 July 2011
Occupation or position held **Employee**
Main activities and responsibilities Employed in a Company in the helicopter sector from January 2008 with task of interpreter and responsible of the Flight School
Name and address of employer 67039 Sulmona (AQ) (Italy)
Type of business or sector Helicopter

Dates November 2006 - March 2008
Occupation or position held **Clerk**
Main activities and responsibilities Clerk of the customer service "Enel Energia"
Name and address of employer 3g S.r.l.
Viale del Lavoro, 67039 Sulmona (AQ) (Italy)
Type of business or sector Call Center

Education and training

Dates November 2010 - June 2011
Title of qualification awarded Master's degree of Interpreter and Translator with enrolment to ATI (Association of Translators and Interpreters) register
Principal subjects / occupational skills covered Deepened the skills of interpretation, negotiation and deepened the translation technique in the following technical, legal and medical sectors from and into english
Name and type of organisation providing education and training **SSIT (School for Interpreters and Translators)**
Pescara (PE) (Italy)

Dates October 2002 - July 2005
 Principal subjects / occupational skills covered Developed the knowledge and skills in interpreting and translating
 Name and type of organisation providing education and training **Libera Università degli Studi Luspio (S. Pio V)**
 Rome (Italy)

Dates September 1996 - July 2001
 Title of qualification awarded **Classical High School Diploma**
 Name and type of organisation providing education and training **Liceo Classico "Ovidio"**
 67039 Sulmona (AQ) (Italy)

Personal skills and competences

Mother tongue **Italian**

Other language(s)

Self-assessment

English
German
Spanish

Understanding	Speaking	Writing
Very Good	Very Good	Very Good
Basic	Basic	Basic
Basic	Basic	Basic

Webinars Attended

- Medical Translation Course;
- Starting your translator's career;
- Deepened Medical Translation Course;
- Deepened Pharmaceutical Translation Course;
- How to Translate Acronyms and Abbreviations in Medical Field.

Computer skills and competences

- Knowledge of the Windows XP Operating System
- Management of files on the PC and printing documents
- Maestry of Word and Excel applications
- Management of the net surfing, e-mail and search engines

Driving licence(s) B

Additional information

FOREIGN EXPERIENCE:

- Sojourn in England (London) (1997)
- Sojourn of 3 months in Australia (Canberra, Sydney, Golden Coast, Noosa etc..) (1999)
- Sojourn in Canada (Hamilton) (2001)
- Sojourn in Germany (Monaco) (2002)
- Sojourn in Germany (Erasmus in Berlin) (2004/2005)
- Sojourn in USA (2009)