europass Curriculum Vitae

PERSONAL INFORMATION

Francesco D'Arcangeli

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Skype achangeofseasons1973

Sex Male | Date of birth 20/08/1973 | Nationality Italian

PERSONAL STATEMENT

Freelence translator, proofreader and post-editor with experience in software localisation

WORK EXPERIENCE

01/03/2001–Present — Translator

Self-employed

Translation: IT<->EN, IT<->RU, RU->EN, I focused on various topics including fashion and clothing (shoes, handbags, dresses), medicine (surgery, cardiology), ICT (GUIs, localisation, websites, programming), Pharmaceutics (clinical trials), legal (contracts, notary deeds, articles of association), accounting (financial statements and notes), video games and card games, tourism (including cuisine), architecture, automotive, mechanics (lifting equipment, production lines, CNC tooling machines).

Proofreading: in the same languages used for translating and on the same topics.

Post-editing of MT translated texts: mainly in the IT>EN and EN>IT language combinations, mostly on ICT (GUIs, websites).

My clients include:

1) Agencies: Maurizio Boni – The Language Company (Maurizio@languagecompany.it), Matteo Ippoliti (matteo-ippoliti.com/), Datawords (datawords.co.uk), Centro Traduzioni di Carla Centofante & C. In my career with these agencies I translated and proofread material for such clients as Kodak, Nestlé, Longines, OMEGA Watches, Ansaldo, Guess!, Filodoro, Dormer Tools, Kaspersky and so on.
2) Direct clients: Olidata (www.olidata.com), Edimedia (www.edimedia-fi.it) , Firenze Fiera (www.firenzefiera.it), Motion S.r.l. (www.motionitalia.com) and others.

07/2008–11/2008 — Teacher and tutor

CEPU Forlì, Forlì (Italy)

Teaching of Russian language (grammar, phonetics) and culture to help university students in preparing for their university exams

02/2003–11/2003 — Teacher

Didagroup Srl, Rome (Italy)

Refresher and continued education courses teacher

I taught three Russian and Eastern Europe language and culture courses, focussing especially on the law and corrections system and criminal culture for Police Officers and Corrections Officers. The date of the course were as follows:

February 26 to 28, 2003: Russian culture course as part of the mandatory Interculture course for Police officers in Taranto (Italy)

November 6 to 8, 2003: Russian culture course as part of the mandatory Interculture course for Corrections officers in Nuoro (Italy)

November 13 to 15, 2003: Russian culture course as part of the mandatory Interculture course for Corrections officers in Avellino (Italy)

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EDUCATION AND TRAINING

1994–2001

Degree in translation and interpreting in English and Russian

EQF level 7

Università di Bologna "Alma Mater Studiorum", Bologna (Italy)

General:

English language, culture and literature
Russian language, culture and literature
Italian language and literature
Translation to/from English
Translation to/from Russian
Occupational skills:
Analysis of texts and planning of strategic approach depending on time and constraints;
Use of CAT and other translation tools (including subtitling software)
Use of online and offline databases and sources for terminology searching and cross-checking

PERSONAL SKILLS

Mother tongue(s): Italian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C2	C2	C2	C2
Russian	B2	C1	B2	B2	C1

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
Common European Framework of Reference for Languages

Communication skills

I have good communication skills thanks to natural attitude to listening and empathy which I further developed over my student years and also in my job as a teacher and tutor. I prefer one-to-one interactions or small groups.

Thanks to my academic background I like having to deal with people from different cultures and countries, I appreciate a varied and "multi-ethnic" working environment and I have no problems in using a foreign language as the preferential or exclusive working language.

Although I work well in teams I prefer smaller (3-4 people) teams as I can express my potential best in these environments.

I am very good at putting myself in other people's shoes. I developed this skill especially during my teaching years.

I also have no problem working with people with different academic backgrounds and education levels, as I have worked with and lived with people from a wide array of backgrounds so I have no prejudices and take little (if any) for granted.

Organisational / managerial skills

I have average to good leadership and coordination skills developed throughout my freelance career though I prefer coordinating to actual leading.I worked mainly with 3-4 people teams though occasionally also on larger (8-12) teams.

I have good time management and planning skills developed in my freelance years. I prefer working at my pace wherever possible but can adapt.

I have very little tolerance for unnecessary wastes of time, doing the same job twice, on-the-fly changes to work conditions (deadlines, tools and so on).

Job-related skills	Excellent text editing, proofreading and reviewing skills, especially when working with English or Italian, developed in my job as a translator Good terminological skills (glossary building and checking) thanks to many years as a translator. Excellent knowledge of the peculiarities of various cultures and countries (including plays on words, humour, taboos, history and so on) focussing especially on Italy, Russia and the USA and UK, developed not only in my career as a translator but also as a tutor and in everyday interactions with people. Extensive knowledge and ease of learning of specific, even obscure jargons and lingos (including web "lingo" of various online communities, gamers' jargon, professional jargons and so on).
Computer skills	I mostly work with Microsoft Windows systems though I have some experience with Ubuntu systems (version 7 or so). Excellent knowledge of CAT Tools (**DejaVU X and X2, SDL Studio 2009 and 2011, SDL Trados, Trados 6.5**) developed working as a translator Good knowledge of MS Office and Open Office suite (excellent knowledge of Word, less brilliant knowledge of Excel and Power Point) developed throughout my professional and personal life. Excellent knowledge of the most common web browsers (Chrome, Firefox, Internet Explorer), these skills have been developed throughout my personal and professional life Quick and accurate web-searching skills, vital for any translator. Good knowledge of OCR and text conversion software developed in my job as a translator.
Other skills	Excellent creative writing skills in English and Italian, developed out of passion and as a creative outlet, with some training provided at school and at the University; Average photographer and photo-editing skills developed as a hobby; Deep love and knowledge of video games (from mid-80s to now) as this has always been a passion of mine;

Related document(s):

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