

Curriculum Vitae Elena Cecchini

Personal data:

Name:	Elena
Surname:	Cecchini
Nationality:	Italian
Date of birth:	26. June 1983
Place of birth:	Saarlouis (Germany)
Residence:	Gradara (PU) - Italy
Contacts:	Mobile +39 331 34 48 346 e-mail: elycecna@gmail.com
Website:	www.blumetrad.com

Ordinary member of [TradInfo](#) (Member No. 147)

Freelance translator with bilingualism (German)

German > Italian

Italian > German

English > Italian

Job experience:

Until today I have been delivered **technical translations** in following branches:

Industrial branches

Metalworking industry and mechanical engineering:

- translation of the website (from Italian into German) and of the privacy protection declaration (from Italian into English) for a manufacturer of mandrels and accessories for machine tools;
- translation of brochures (from Italian into English and from Italian into German) for a company specialized in third-party processing of CNC-turning, drilling and milling;

Injection molding:

- brochures and relative presentations from English into Italian.

Design and furnishing of public spaces:

- descriptive texts for the website from Italian into English;
- business reports, concerning also adopted strategies on the market IT>DE.

Legal sector (if requested **sworn translations**, most of them DE>IT)

- private documents concerning pension entitlement ;
- company's articles of association;
- legal acts (e.g. holographic will, criminal records etc.);
- writ of summons;
- educational qualifications (e.g. graduate certificate).

Tourism marketing

- Business proposals
- Description of accommodation facilities
- Holiday packages and brochures
- Hotel and holiday accommodation websites

¹ I authorize the use of my personal data in compliance with Article 13 of the Decree of Law no. 196/2003 and Article 13 of the EU-Regulation 2016/679 on the protection of personal data with regard to the processing of personal data.

Food and wine sector

- Restaurant menus
- Catalogues
- Company presentations
- Transport documents for the goods transfer abroad
- Standard commercial documents (invoices, confirmation orders)

Experiences as **Fair and negotiation interpreter:**

Fairs in Italy and abroad in which I took part on behalf of private companies:

- BI-MU 2017 in Milan
- Industry Fair 2015 in Hannover
- Eurobike 2009 in Friedrichshafen
- Brau-Beviale 2007 in Nuremberg.

Negotiating interpreting services rendered on behalf of private companies or freelancers:

- Interpreter IT>DE>IT for a psychotherapist during phone calls with the witnesses of a legal procedure (**July 2021**)
- Interpreter IT>DE>IT for German tourists during hiking tours in the Marches (**April and May 2019, September 2021**); continuous collaboration since 2019.
- Interpreter from Italian into German and back for meeting between a German design company and an Italian company, in Italy (July/August 2019) and successive phone conversations with the same representatives of the German company.
- Meeting with potential client (negotiation interpreting from Italian into French and from Italian into English) at a company operating in furnishing (December 2017)
- Meeting with potential client (negotiation interpreting from German into Italian and from Italian into German) at a company operating in metalworking (September 2015)
- Interpreter from Italian into German at tourist events (*Bicycle Touring Week* in Gabicce Mare, 2009)

Education and training:	
May- June 2021	Online course by STL Formazione – Translation of private law DE>IT. Lecturer: Marco Montemarano
May 25 th 2021	Online course by STL Formazione – SDL TRADOS 2021 The Review Lecturer: Laura Dossena
March 4 th 2020	Online course by STL Formazione – Translation of pharmaceutical documents Lecturer: Silvia Barra
November 30 th 2019	Course by TradInfo, Forlì - Welfare and protections for self-employed individuals Lecturer: Samanta Boni
November 23 th 2019	Workshop by AITI Marche Section, Pesaro - Copywriting and SEO optimization Lecturer: Riccardo Esposito
October 18 th and 19 th 2019	Workshop at DIT Campus University of Forlì – Legal translation: methods and strategies. Lecturer: Gianluca Pontrandolfo
April- July 2018	Advanced Training Course in Technical-Scientific Translation

¹ I authorize the use of my personal data in compliance with Article 13 of the Decree of Law no. 196/2003 and Article 13 of the EU-Regulation 2016/679 on the protection of personal data with regard to the processing of personal data.

Scuola Superiore per Interpreti e Traduttori (Institute for Translation and Interpreting), Pescara – Italy (**Annex 1**)

February- May 2010

Postgraduate Course Interpreter for Public Services

Scuola Superiore per Interpreti e Traduttori (Institute for Translation and Interpreting) *San Pellegrino*, Misano Adriatico (RN) Italy

Internship of 50 hours (September 2010) at the *Infermi* Hospital and the police headquarters in Rimini.

Studied languages: German, English and French

2003-2007

Three-year Degree Course Language Mediation

Scuola Superiore per Interpreti e Traduttori (Institute for Translation and Interpreting) *San Pellegrino*, Misano Adriatico (RN) Italy

Final grade: 105/110

Studied languages: German, English, Spanish and Russian

Languages of degree: German and English

1996-2001

High School Diploma

Foreign Language High School *T. Mamiani*, Pesaro, Italy

Final grade: 100/100

Work tools:

Office Package (Word, Excel, Outlook, Power Point) - Gmail Mailbox - SDL Trados 2019 - Windows Vista

¹ I authorize the use of my personal data in compliance with Article 13 of the Decree of Law no. 196/2003 and Article 13 of the EU-Regulation 2016/679 on the protection of personal data with regard to the processing of personal data.

Annex 1



SCUOLA INTERPRETI

dal 1979 a Pescara

Scuola Superiore per Interpreti e Traduttori

Membro F.E.D.E. -Fédération Européenne Des Écoles -

Pescara, 06 luglio 2018

Si certifica che la Sig.ra Cecchini Elena, nata a Saarlouis (Germania) il 26-06-1983 e residente in Via Granarola, 4 Gradara (PU), ha frequentato nell'anno 2018 il Corso di Alta Formazione Professionale in Traduzione tecnico-scientifica per le lingue italiano e tedesco e per la combinazione linguistica inglese-italiano istituito presso il nostro Istituto e, in seguito al superamento dei sottoelencati esami, ha conseguito l'Attestato di raggiunta professionalità nella traduzione dei testi tecnico-scientifici.

Traduzione tecnica tedesco-italiano	28/30
Traduzione tecnica italiano-tedesco	27/30
Traduzione tecnica inglese-italiano	30/30

Si rilascia il presente certificato su richiesta dell'interessato e per gli usi consentiti dalla legge.

In fede

(Direttrice didattica)
Edma Vernieri Cotugno



Sede: P.zza Duca D'Aosta – 34 - 65121 – Pescara - tel. 085-27754 www.scuolainterpreti.it, scuolainterpreti@gmail.com

¹ I authorize the use of my personal data in compliance with Article 13 of the Decree of Law no. 196/2003 and Article 13 of the EU-Regulation 2016/679 on the protection of personal data with regard to the processing of personal data.