

PERSONAL INFORMATION

Ethel Rizzi



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Sex Female | Date of birth 15/10/1973 | Nationality Italian

POSITION

Freelance Interpreter and Translator (full-time)

WORK EXPERIENCE

From 1999 onwards

Technical translator, reviser, proof-reader and post-editor from English and German into Italian
Translation and proofreading of technical and commercial texts. Post-editing of machine translation.

Specializations IT (app strings, operating instructions for hardware, software, smartphones, tablets, GUIs, manuals, Internet security, SAP, mobile banking), business (marketing and sales, market research, management, websites, human resources, logistics), tourism (e.g. wellness hotels and spas), telecommunications (technical and marketing texts on fixed and mobile telephony, ADSL, fibre optics), environment (e.g. EU directives, ecology, waste management), electronics (technical and marketing texts on electronic devices), legal (e.g. contracts, partnership agreements, licences, company statutes, EU legislation, commercial law).

From 1999 onwards

Conference interpreter: from English into Italian and vice versa
Simultaneous, consecutive or whispering interpretation during international conferences, seminars and workshops (a detailed list is available on request)

Specializations company conventions, European projects, ceramic industry, information technology, organic products, transportation and logistics, ecology and environment, fashion and textile industry.

From 1999 onwards

Ad hoc interpreter: from English into Italian and vice versa
Liaison interpretation with companies in Italy and abroad and during international exhibitions

Specializations SAP, environment, renewable energies, quality management, shoes, trade, agricultural machinery, packaging machines, machine tools, tests and inspections, waste disposal.

EDUCATION AND TRAINING

Education 1992 – 1998

University diploma in Conference Interpretation (December 1998)

English first language, German second language

Doctoral dissertation on "Simultaneous English into Italian Interpretation: Comparison of Self- and External Assessments".

Scuola Superiore di Lingue Moderne per Interpreti e Traduttori (Secondary school of modern languages for interpreters and translators, www.scuolalingue.unibo.it), University of Bologna, branch of Forlì

Vocational training from 1999 onwards

- Workshop on legal English in contracts and company acts;
- Operational marketing course;
- Refresher's course on Italian for intercultural communication professionals;
- Workshop on self-marketing and communication;
- Practical course on Wordfast (intermediate level);
- Workshop on assisted translation, automatic translation and terminology management;
- Workshop on Wordfast (advanced level);
- Open day on CAT tools;
- Workshop on linguistic structures in Italian;
- Workshop on communication through writing;
- International Conference "The profession of translator and interpreter: ethics, quality and life-long learning";
- Workshop on quality of service in translation and interpretation services;
- International conference on translation technologies;
- Workshop on IT security;
- Workshop on Web 2.0;
- Workshop on glossary management tools for conference interpreters;
- Workshop on the use of voice for interpreters;
- Workshop on problem solving;
- Workshop on translating fashion;
- Workshop on effective communication with clients as business development tool.
- Webinars on localization
- Workshop on translation quality and revision
- Workshops on memoQ (basic and advanced level)
- Workshop on renewable energy production plants
- Webinars and workshop on post-editing and machine translation
- Workshop on terminological management and research tools for interpreters
- Webinar on strategies and challenges in Web localization
- Workshop on time management
- Workshop on consecutive interpretation
- Workshop on terminology digital tools for translators
- Workshop on GDPR

PERSONAL SKILLS

Mother tongue Italian

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user
German	C2 Proficient user	C2 Proficient user	C1 Proficient user	C1 Proficient user	C1 Proficient user

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

Communication skills

- Good ability to adapt to multicultural environments, gained through many travel and study opportunities abroad (e.g. attendance of one year of university in Germany with Erasmus' scholarship);
- Good communication skills gained through voluntary work in Great Britain, Germany and in the US first and then thanks to my ;
- Good relational skills acquired as interpreter and tourist guide
- Collaborative skills in teamwork.

Organisational / managerial skills

- Good coordination skills derive mainly from voluntary work (management of a homeless hostel in London; group leading of students and tourists in Italy and abroad; manual working camps in Germany; baby-sitting in the United States, etc.)
- Good sense of organisation, precision and punctuality
- Good experience in project and budget management gained through voluntary work (8 years as secretary, member of the governing council, member of the vocational training committee organizing workshops for translators and interpreters and webmaster of the Emilia-Romagna chapter of AITI, the Italian association of translators and interpreters)

Job-related skills

- Excellent command of simultaneous, consecutive and whispering interpreting technique;
- Excellent command of ad hoc interpreting technique;
- Excellent written translation skills: fast, reliable and professional;
- Excellent revision/proof-reading and post-editing skills

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Independent user	Independent user	Independent user

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

- Good command of Microsoft Office 2016 and Microsoft Windows 10 Pro
- Good command of the CAT Tool memoQ Translator Pro (current version 8.5)
- Good command of Mozilla Firefox and Thunderbird
- Good command of computer hardware and software, IT security and Internet

Other skills

- Tea lover and cat lover
- Passionate about reading, travel and mountains
- Practising yoga, meditation and hiking

Driving licence

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ADDITIONAL INFORMATION

Memberships

Qualified Member of AITI (Italian Association of Translators and Interpreters)
www.aiti.org/profilo/ethel-rizzi

Certifications

Certified TAUS post-editor
www.taus.net/component/rsdirectory/entry/view/534-ethel-rizzi-english-italian

Processing of personal data

I hereby authorize the processing of my personal data in accordance with art. 13 of Legislative Decree No. 196 of 30 June 2003 - "Personal data protection code" and art. 13 GDPR 679/16 - "General Data Protection Regulation".

