



Giuseppe De Santis

Nationality: Italian

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ABOUT ME

Conference Interpreter & Translator; Project Manager. Key-words: accuracy, determination, humanity.

WORK EXPERIENCE

Interpreter

DOTTORGROUP [01/03/2017 – 14/09/2017]

Address: Hangzhou (China)

City: Hangzhou

Country: China

Liaison interpreting (Chinese-Italian) to support the Chinese and Italian teams within the framework of the project "JNBY Headquarters" by Renzo Piano.

Translation services and administrative duties.

Interpreter

Associazione Internazionale di Carità Politica [10/02/2019 – 26/05/2019]

Address: Rome (Italy)

City: Rome

Country: Italy

Simultaneous/consecutive/chuchotage interpreting during the cycle of seminars "Listen to the cry of the earth and the poor" organised by the Vatican.

Languages: Italian, French, English.

Translator and Proofreader

Presidency of the Council of Ministers - Department of European Policy [28/03/2019 – 13/05/2019]

Address: Rome (Italy)

City: Rome

Country: Italy

Translation and proofreading of EU-related texts (regulations, orders, decrees, web pages).

Languages: Italian, French, English, Spanish.

Field: political, public administration, legal.

(Internship)

Interpreter

EASO - European Asylum Support Office [01/09/2019 – 01/10/2019]

Address: Athens (Greece)

City: Athens

Country: Greece

Liaison interpreting (Chinese<>English) to support Greek case-workers while dealing with Chinese asylum seekers.

Fields: humanitarian, religious, economics, medical.

Translator & Interpreter

Tradux - Centro Interpreti [01/03/2019 – Current]

Address: Salerno (Italy)

City: Salerno

Country: Italy

Translation of legal documents and deeds, certificates, court judgments, degrees, medical reports, birth and death certificates, residence permits, powers of attorney et similia.

Liaison and simultaneous interpreting.

Languages: Italian, English, French, Spanish and Chinese.

Fields: legal, financial, medical, fashion, web.

Job type: independent contractor.

EDUCATION AND TRAINING

Bachelor's Degree in Foreign Languages and Comparative Literature

University of Naples "L'Orientale" [01/09/2012 – 13/12/2016]

Address: Via Chiatamone, 61/62, 80121 Naples (Italy)

www.unior.it

Level in EQF : EQF level 6

General: Foreign Languages and Cultures.

Languages: Chinese, English, Spanish

Cores: Linguistics, Literature.

Master's Degree in Conference Interpreting and Translation

University of International Studies of Rome - UNINT [01/10/2017 – 10/12/2019]

Address: Via delle Sette Chiese, 139, 00147 Rome (Italy)

www.unint.eu

Level in EQF : EQF level 7

Curriculum: Conference Interpreting and Translation.

Languages: Chinese, English, French.

Cores: liaison/consecutive/simultaneous interpreting, specialized translation.

Advanced Training Course - Legal and Financial Translation

SSIT of Pescara (Advanced School for Interpreters and Translators) [01/04/2020 – 25/07/2020]

Address: Piazza Duca D'Aosta, 34, 65121 Pescara (Italy)

www.scuolainterpretionline.com

ERASMUS Exchange Programme

ISIT - Institute of Intercultural Management and Communication [10/09/2018 – 22/12/2018]

Address: 39 bis Rue d'Assas, 75006 Paris (France)

www.isit-paris.fr

French Language; Consecutive Interpreting.

Master's Degree in Project Management (EU Programmes and Funds)

Venice International University - VIU [19/10/2020 – 19/04/2021]

Address: San Servolo Island, 30133 Venice (Italy)

www.univiu.org

LANGUAGE SKILLS

Mother tongue(s):

Italian

English

LISTENING: C2 READING: C2 WRITING: C2

SPOKEN PRODUCTION: C2

SPOKEN INTERACTION: C2

French

LISTENING: C1 READING: C1 WRITING: C1

SPOKEN PRODUCTION: C1

SPOKEN INTERACTION: C1

Chinese

LISTENING: C1 READING: C1 WRITING: C1

SPOKEN PRODUCTION: C1

SPOKEN INTERACTION: C1

Spanish

LISTENING: B2 READING: B1 WRITING: B1

SPOKEN PRODUCTION: B2 SPOKEN INTERACTION: B2

DIGITAL SKILLS

Social Media (Facebook Instagram LinkedIn YouTube) / SDL Trados Studio / SmartCAT / SDL MultiTerm / Video Conferencing (Zoom Cisco Webex Skype) / Copywriting

DRIVING LICENCE

Driving Licence: **B**

Driving Licence: **B1**

ORGANISATIONAL SKILLS

Organisational skills

Excellent organizational, work-planning, and time-management skills.

I am trained to work in multilingual teams and to serve as a cultural mediator when needed.

I can cover both the leader and follower roles, always coherently with the situation.

As a project manager, I also excel at organizing time and resources, as well as staff members.

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

Empathy is the key to every human relation, whether it is professional or peer-to-peer.

I have a natural aptitude to establish solid and respectful interpersonal relations, as I consider myself an extrovert.

Nonetheless, I have a strong conscience of "boundaries", so that I always know when and how to push, as well as when to stop someone from invading my space.

My interpersonal skills thrive in multicultural environments and are also well adapted to relations and communications with senior colleagues and directors.

JOB-RELATED SKILLS

Job-related skills

Additional services:

- DTP (Desktop Publishing)
- MTPE (Machine Translation Post-Editing)
- Copywriting
- Proofreading
- Transcription
- Voice-over
- Use of SDL Trados Studio 2019 (License purchased), SmartCAT.
- Project Cycle Management (drafting, preparation, submission)

AWARDS

KUDO Certificate for RSI (Remote Simultaneous Interpreting)

Member of A.T.I. (Italian Association for Translators and Interpreters) n°424

Registered with the Chamber of Commerce under n°1347