CURRICULUM VITAE

PERSONAL DETAILS

Name: Elisabetta Surname: Minetto

Date Of Birth: 1976/25/07

Place Of Birth: San Donà di Piave

Address: Via Giusti, 3

Zip Code: 30016 Town: Jesolo – Venice, Country: ITALY.

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Nationality: Italian

Vat Reg. Nr. 03488440276

Member of AITI (Italian Association of Translators and Interpreters)

EDUCATION HISTORY

2008-2016 Regular refreshment courses organized by AITI: Legal terminology,

Voice projecting, Trados 2011, Transcreation, Public Speaking, etc.

2014-2015 Training in teaching English to kids (Learn with Mummy)

December 2006 -

April 2007 15-week specialization course organised by CUOA Foundation

Altavilla Vicentina: "Business in tourism"

October 2005 Business management course held by the Italian Chamber of

Commerce

June 2004 -

March 2005 BA Event Management in Tourism – Merano Bozen

December 2003: PCO courses in Milan organised by Team Management Consulting

2002: Degree in Interpreting and Translation at the Advanced School of

Modern Languages for Interpreters and Translators in Trieste. (Mark:

110/110 cum laude).

April 2001: Business English course at "Effemme" in San Donà di Piave

October 2000: PC course at COMETEC in San Donà di Piave,

1995: Linguistic diploma at Liceo Linguistico San Luigi in San Donà di Piave

(Venezia); mark 53/60.



EXPERIENCE ABROAD

September 2001: One-to-one German course in current affairs at the language

school "Treffpunkt" in Bamberg (D)

January-March 1999: Socrates exchange at the University of Kent in Canterbury –

Vocational Techniques for Career Linguists.

July 1994: 1-month English course at English School in Oxford (UK).

July- August 1993:

(UK).

1-month English course at Saint James's School in Redhill

July 1992: 1-month English course at Saint Peter's School in

Bournemouth (UK)

INTERPRETING

6-7-8 April 2016	Simultaneous inter	preter EN<>IT I-troni	k Workshop (PCB

development, technology and innovation) Padua

4-5 April 2016 Consecutive interpreter EN<>IT Maliparmi fashion company

3 April 2016 Consecutive interpreter EN<>IT Label.m cosmetics

1 April 2016 Simultaneous interpreter EN<>IT Ditre Italia furniture – sales

meeting

29-31 March 2016 Sim

March 2016

Simultaneous interpreter EN>IT Vinitaly wine tasting Consecutive interpreter EN<>IT NAMED Sport (food

supplements)

February 2016 Consecutive interpreter EN<>IT Environ (Geophysical survey

conducted in the Solvay plant)

January 2016 Consecutive interpreter EN<>IT Friulrivest spare parts
Consecutive interpreter EN<>ITLabel.m development

programme

December 2015 Simultaneous interpreter EN<>IT Lectio magistralis Prof.

Micheal Marmot – Milan University

December 2015 Consecutive interpreter EN<>IT Venice Municipality – Mose

project

November 2015 Consecutive interpreter EN<>IT ENVIRON – Technical

specification for groundwater pumping system

October 2015 Consecutive interpreter EN<>IT Giesse Gestione Sinistri – trip

to San Antonio (USA) - Damage compensation

September 2015 Simultaneous interpreter EN<>IT Pilosio Building Peace

Awards (special guest Sharon Stone)

September 2015 Consecutive interpreter EN<>IT ENVIRON Tre Monti Mega-

landfill as a source of contamination of River Pescara valley

August 2015 Consecutive interpreter (EN<>IT) for Italian Athletics Federation

in Lyon

July 2015 Consecutive interpreter (DE<>IT) for Jesolo Municipality and

Austrian authorities

Since 2013 to today Consecutive and simultaneous interpreter (EN, DE<>IT) for

Maliparmi fashion company

Since 2009 to today Since 2003 to today Since 2004 to today	Consecutive interpreter (DE<>IT) Veneta Stampe and Audi Court Interpreter (EN<>IT) Venice Court Interpreter for label.m Italy /Toni&Guy Academy(EN<>IT) —
omoc 2004 to today	different venues in Italy and England
Since 2003 to 2010	Interpreter for Saks Hair&Beauty Academy – every Sundays and Mondays – different venues in Italy (EN<>IT)
January 2012	Simultaneous interpreter EN<>IT Very important twining Vicenza
December 2012	Consecutive interpreter EN <>IT Label.m LPE project, Milan Simultaneous interpreter EN<>IT uniSystemLO – Treviso Consecutive interpreter EN<>IT–Label.m London Fashion week Simultaneous interpreter EN<>IT Wilo Intel
November 2012	Consecutive Interpreter Toni&Guy new collection launch Simultaneous interpreter EN<>IT Erasmus for all Simultaneous interpreter EN<>IT Fabbian lighting solutions
October 2012	Simultaneous interpreter EN<>IT Land grabbing – Bologna Simultaneous interpreter EN<>IT Rockfall safety systems Consecutive interpreter Ideal Standard safety training
September 2012	Consecutive interpreter EN<>IT – Label.m marketing meeting Simultaneous interpreter EN<>IT Ice Iceberg collection
June 2102 May 2012	Consecutive interpreter DE<>IT Urban suffering Milan Consecutive interpreter DE<>IT Carinthia Festival
Way 2012	Consecutive interpreter DE Consecutive interpreter EN<>IT – Venice Biennale
	Simultaneous interpreter EN<>IT SKA sales meeting
April 2012	Consecutive interpreter EN<>IT Toni&Guy collection
March 2012	Consecutive interpreter EN<>IT European Public Art project
	Simultaneous interpreter EN<>IT Ascopiave financial meeting
February 2012	Simultaneous interpreter EN<>IT university of Padua
	Simultaneous interpreter DE<>IT Explore project
January 2012	Consecutive interpreter EN<>IT Label.m sales meeting
November 2011	Simultaneous interpreter EN<>IT Innovation in tourism, Rovigo
	Simultaneous interpreter EN<>IT International Network of Towns – Active Citizenship and Town Twinning, Venice Simultaneous interpreter EN<>IT Fabbian Illuminazione
October 2011	Simultaneous interpreter DE<>IT Italian Alpine Group
	Consecutive interpreter DE<>IT Sustainability in tourism
	Municipality of Jesolo
	Consecutive interpreter FR<>IT fashion sector Venice
September 2011	Simultaneous interpreter EN<>IT Water treatment, Jesolo
September 2011	Simultaneous interpreter EN<>IT Venice University Simultaneous interpreter EN<>IT Venice Film Festival
May 2011	Simultaneous interpreter EN<>IT International Police
, =0	Association, Jesolo Venice
	Simultaneous interpreter EN<>IT Urban suffering, Milan
	Simultaneous interpreter EN<>IT Windenergy Venice
	Simultaneous interpreter EN<>IT TrE – tourism real estate
	Venice
April 2011	Simultaneous interpreter De<>IT Lo Sguardo terrazza. Writing
	on Venice – 11 th April 2011
	Consecutive interpreter (EN<>IT) for Saks Academy London –
	hairdressing training

March 2011 Simultaneous interpreter (EN<>IT) – Subsidiarity and Volunteering, values, experience and tools in comparison, Venice, 31st March/1st April Consecutive interpreter (FR<>IT) at Vencaps – wine capsules Consecutive interpreter (EN<>IT) for Saks Academy London – February 2011 hairdressing show January 2011 Simultaneous interpreter (EN<>IT) for Antica Murrina Venezia – international agents' meeting. Simultaneous interpreter (EN<>IT) at Lumberjack – presentation of the new shoe and accessory collection Simultaneous interpreter (EN<>IT) at Cycle-Italservices. December 2011 jeanswear - international agents meeting Simultaneous interpreter (EN<>IT) at Ideal Standard – procurement November 2010 Simultaneous interpreter (EN<>IT) for Wilo Intec – heating and AC systems Simultaneous interpreter (EN<>IT) at Casa della Carità – social issues. Milan Consecutive interpreter EN, DE, FR > IT for the Veneto Region Liaison interpreter at Polifix (DE <>IT), company merge October 2010 Liaison interpreter (DE<>IT) at Ludis, hair extension company Simultaneous interpreter (EN<>IT) for Fabbian Lighting system. international agents meeting. Simultaneous interpreter (EN<>IT) VTP – Intangible Cultural Heritage meeting, Venice. Consecutive interpreter for Toni&Guy seminar in London. hairdressing, 10-13 October Consecutive interpreter (DE<>IT) at a B2B fashion trade fair Consecutive interpreter for the Municipality of Venice, meeting between Charles Landry and the Mayor of Venice, September 2010 Simultaneous interpreter (EN<> IT) at a congress on social and economic issues, Padua Simultaneous interpreter (EN<>IT) for SKA, dealers meeting Simultaneous interpreter (EN<>IT) for OCCAM, cinema, tv and web July 2010 Consecutive interpreter (DE<>IT) for the Veneto region Simultaneous interpreter (EN<>IT) Consecutive interpreter for Paul Brown Hawai – cosmetic company Liaison interpreter for Buyveneto – tourism event Consecutive interpreter at Miss Italy in the World June 2010 Simultaneous interpreter EN <> IT "The Economics, psychology and sociology of producing effective people" Hugh Heckman -Nobel Prize for Economics Simultaneous interpreter EN <> IT Dainese – helmets collection presentation Simultaneous interpreter EN <> IT Marina Yatching – collection presentation Simultaneous interpreter EN <> IT Levi's – accessories presentation Consecutive interepreter DE <> IT Carinthia Festival

May 2010 Simultaneous interpreter EN <> IT CO2Neutral transport for the Alpine Space Simultaneous interpreter EN <>IT "Comparative Issues in the Governance of Research Biobanks: Property, Privacy, Intellectual Property and the Role of Technology" Simultaneous interpreter EN <> IT Trento University "The April 2010 governance of cross-border territories: models and ideas for the Brenner area presentation of the outputs of the research project "crossplan". Simultaneous interpreter EN <> IT Tourism Real Estate March 2010 Simultaneous Interpreter EN <>IT RUGBY European Championship. Simultaneous Interpreter EN <>IT Wikfi Italia – Technical meeting for Italian Karate Federation February 2010 Simultaneous Interpreter EN <>IT Simultaneous Interpreter EN <>IT Veneto Region – Agrifood programme Simultaneous Interpreter EN <>IT Replay, launch of the new perfume Simultaneous Interpreter EN <>IT – Cesar Furniture Agents' December 2009 Simultaneous Interpreter EN <>IT The Fall of the Berlin Wall – 20 years later - Venice University Simultaneous Interpreter EN <>IT Young Artists in the City -Padua November 2009 Liaison interpreter at Hot Birds Awards - Venice October 2009 Simultaneous interpreter EN <> IT Religion and Society in Central Eurasia: New Sources for the Religious History of Kazakhstan Simultaneous interpreter EN<>IT Generali Insurance – Solvency II Simultaneous interpreter EN<>IT Forms of Autonomy in the September 2009 Eastern Churches – Marcianum – Venice Argent 47 – liaison interpreter in Biella (textiles) Racoon International – consecutive interpreter in Perugia (hair extensions) June 2009 Simultaneous interpreter EN <> IT Industries (clothing) – SS 2010 collection Consecutive interpreter EN <> IT for the Chamber of May 2009 Commerce of Udine Simultaneous interpreter EN <> IT for Allianz Spa – Milan Simultaneous interpreter EN <> IT for Est Capital – renovating of Des Bains and Excelsior Hotel, Lido of Venice Simultaneous interpreter EN <> IT for EAIVT (European Association of Independent Vehicle Traders) - Lido of Venice Consecutive interpreter EN <> IT for the Chamber of April 2009 Commerce of Udine Simultaneous interpreter EN <> IT at Vinitaly (wine fair) Verona Consecutive interpreter EN > IT for Colli Orientali del Friuli –

Wine Consortium – Cividale del Friuli

March 2009	Simultaneous interpreter EN > IT for Four Season Hotel Group
Widi on 2000	- Lido of Venice
February 2009	Simultaneous interpreter EN <> IT at BIT (Tourism Fair) Milan
January 2009	Simultaneous interpreter EN <> IT for Finmeccanica – Ca' Tron
November 2008	Simultaneous interpreter EN <> IT at Padova Fiere – Padua
	Consecutive interpreter DE > IT for Wurth – Bozen
October 2008	Simultaneous interpreter EN <> IT at Salon International – London
	Simultaneous interpreter EN <> IT for Exxo Mobil – Hilton Venice
September 2008	Simultaneous interpreter EN <> IT for SKA – Vicenza
	Simultaneous interpreter EN <> IT for AIFI – Lido of Venice
June 2008	Simultaneous interpreter EN <> IT for Fassa Bortolo – La
	Fenice Theatre – Venice
	Simultaneous interpreter EN <> IT Industries (clothing) – SS 2010 collection
November 2007	Interpreter for Environ – Multinational company – environmental consulting – EN>IT>EN
November 2007	Interpreter for Lego Wear – Textile and kid wear – DE<>IT
May 2007	International Tournament Peche au Coup: interpreting IT<>FR
April 2007	International Police Meeting – Jesolo – simultaneous interpreter EN>IT>DE
	International Football tournament – interpreting IT>EN, DE
March 2007	Interpreting at Football Tournament – Jesolo IT>EN, DE, FR
January 2007	Saks Academies London – Interpreting at business meeting
	Racoon International: consecutive interpreting at sales meeting
	EN<>IT
	6/7 November 2006 Interpreter for Colli Orientali del Friuli (Wine
	Consortium) Delegation of European journalists visiting wineries
	and local sightseeing DE, EN>IT
May, September 2006	Interpreter at SEDA – Engineering DE<>IT
September 2005	Liaison interpreter - CEMI swimming pool importing (DE <> IT)
July 2005	Venice Simultaneous interpreter – Oxtar day (motorbike clothing) (EN
•	<> IT)
June 2005	Liaison interpreter – CEMI swimming pool – Banja Luka BIH (DE <> IT)
June 2005	Liaison interpreter – Pizza flour import export Innsbruck (A) (DE <> IT)
May 2005	Consecutive interpreter – Veneto sells style – Shoes and
April 2005	furniture workshop (EN <> IT) Simultaneous interpreter – Vinitaly – wine fair VERONA
•	(EN <> IT)
December 2004	Simultaneous interpreter – SODALITAS – Cause related marketing (EN <> IT)
October 2004	Simultaneous interpreter – SODALITAS Social award (EN <> IT)
May 2004	Consecutive interpreter – Seda GmbH fair in Austria (DE <> IT)
May 2004	Consecutive interpreter – International Police Association
•	convention (EN <> IT)
April 2004	Simultaneous Interpréter – Vinitaly – Verona (EN <> IT)

February 2004 Consecutive interpreter – Space tourism feasibility - Jesolo

(EN <> IT)

Since January 2004 Official interpreter and translator for Kabooki – LEGO WEAR®

(EN <> IT) Fairs and sales meetings

June 2003: Simultaneous Interpreter in Park Hotel Borromeo – Cesano

Maderno (MI) for Cipel Italia: PCB Drilling & MIlling (25/06/03)

July 2002: Conference Interpreter in Venice, Palazzo Balbi, for the

Aldmanship to Social Policies, non profit and Charity, during the

meeting "social Aids".

March 2001: Liaison interpreter for the estate company "Casa Italia" in Bad

Kleinkirchheim (A).

December 2000: Liaison interpreter for the estate company "Ca' Venier" in

Budapest (H)

TRANSLATION

Ongoing cooperation with several translation companies and private clients – translation from English, German and French into Italian).

Most of my experience relates oenology, tourism, environment, legal, marketing, computing and hair & beauty fields.

AUTOMATION

- Schäfer und Flottmann: DE > IT
- TEXA SpA, (automotive sector): translation and proofreading of legal documents, cooperation agreements, website, technical bulletins, business plans, tasks.
- LIFE: Gate automation EN > IT (3500 words)

BEAUTY

- AJARAN Beauty products DE > IT (1000 words)
- ALOE VERA translation of the book "the powers of Aloe" DE>IT (5000 words)
- TONI&GUY: Marketing material and LABEL.M products, website and technical sheets
- SAKS HAIR AND BEAUTY SAKS Collection and products EN > IT (average 5000 words each)
- NIOXIN Research Laboratories

BUILDING

- HOBAG IMMOBILIARE
- RESIDENCE TEATRO
- PORTO TURISTICO DI JESOLO

DESIGN

- Cranbrook Academy EN>IT (5600 words)
- Swarowski DE>IT (2500 words)
- De Rosso Arredamenti: furniture
- Contract Spa
- IED Milano

ENVIRONMENT

 ENVIRON: translation project: 500000 words – Dredging of Contaminated Sediments, Contaminated Sediment Remediation Guidance for Hazardous Waste Sites, Four Rs of Environmental Dredging, Lucchini Functional Description, Preliminary Comparative Analysis for Pallanza Bay, Hydrodynamics and sediment transport investigation – Toce River and Pallanza Bay.

LEGAL

- Purchase agreement DE>IT Aderhold v. Dalwigk Knüppel (8000 words)
- Purchase agreement EN>IT CEMI Piscine (1500 words)
- Purchase agreement (1000 words) EN>IT (3000 words)
- Attorney agreement EN>IT (1200 words)
- LIFE Distribution Agreement EN>IT (1200 words)
- TEXA: Supply and cooperation agreement technical support assistance subsupply EN>IT (50000 words)

IT

- HentProfile.
- VORTAL CONSULTING: (EN>IT), Vertical Booking manual
- TEXA: website translation using RedDot software

MARKETING & TOURISM

- Province of Treviso: large project involving advertising material and website to promote tourism in Veneto
- City of Venice: launch of a logo
- Bolton Group: Bolton's expansion in Central & Eastern Europe
- Porsche: website translation
- Ja Group: website and advertising material for the hotels of the group (Hotel Atlantico, Regina, Ambra, Delle Nazioni) (EN, DE, FR)
- Jesolo-Ok: website and advertising material (Hotel Marina, Al Mare, Progresso, Adlon) (EN, DE, FR)
- Forme d'Acqua: advertising material for exhibitions EN>IT (2000 words)
- Hotel Lucia (WIEN): advertising material DE > IT (1000 words)
- Palazzo Auersperg: advertising material DE > IT (500 words)
- Hallamasch: advertising material DE > IT (1500 words)
- LOTTO SPORT house organ newsletter
- CAMPING UNION LIDO: project management in different languages (EN, DE, FR, DA, NL)
- Belvita hotels, South Tyrol,
- Hotel Jesolum (EN, DE, FR)
- Art&Park Resort (EN, DE, FR)
- Parco Turistico del Cavallino (Tourism Consortium) (EN, DE, FR)

TECHNICAL

- Module assembling for exhibitions EN>IT Mila System (800 words)
- Vacuumgas
- Tata-Fujitsu: users' manual for boiler and air conditioning systems

COMPUTING TOOLS:

- Office Xp
- Xpress 6.1
- Illustrator 12

CAT TOOLS

- Trados Studio 2009
- Wordfast

EVENT ORGANIZATION

- 28th April/1st May 2007: Backgammon Tournament Jesolo
- 22nd September 2006 Mestre (VE): Road Safety days "Mettiamoci sulla buona strada"
- 7th September 2006 Cavallino (VE) Press Conference: Road Books presentation Itinerari ciclabili lungo il litorale veneto
- 29th July 2006 Jesolo (VE): Oxtar Day, press conference: Supermotard
- 8th, 9th October 2005 Mestre (VE): Road Safety days.
- 2nd, 3rd October 2005 Desenzano del Garda (BS): show coordination SAKS ACADEMY LONDON,
- 24th April 2005 Jesolo (VE): Co-organization of Jesolo-Ok Cup 2005, charity soccer match at Palazzo Turismo Jesolo.
- 12th February 2005 Jesolo (VE): conference organisation "Hotel continuity and future tourism by the coast of Veneto opportunities, risks and strategies" commissioned by FIDITURISMO.
- 1st October 2004 Bozen: Contribution in the organisation of the seminar "Alto Adige e E-Government", Castel Flavon
- 23th July 2004 Jesolo (VE): Organisation of the press conference for the launch of "JESOLO ESTATE OK"
- 21st June 2004 Cavallino (VE) Conference organisation "New objectives of open air tourism; SIC Norm and ECOLABEL", commissioned by MANIFESTO TURISTICO QUALITA' AMBIENTE in cooperation with ARPAV – REGIONE VENETO.
- 09th -15th May 2004 Jesolo (VE): Contribution in the organisation of the 5th edition of International Police Association week

OTHER WORK EXPERIENCE

Since 2004: Co-founder of "Gourmet Tours" – wine tour organizer and guide.

Please visit our website www.gourmettours.it

Since October

2003: Project Manager of agency Trad&Co.

Summer 2003: Front Office Manager of Residence Ambra in Jesolo

August 2002 -

March 2003: Assistant researcher in the project "Filmese Language" by Prof.

Christopher Taylor and co-worker in the translation software

"Multiconcord".

Summer 2001: Employee in internal and external communications in the mobile

phone company WIND

April 2001: Congress hostess in Triest.

Summer 2000: Tourist hostess at Venice airport.

Summer 1998: Receptionist at the Regina Hotel in Lido di Jesolo (VENICE)

Summer 1996: Shop assistant in a Photo shop in Lido di Jesolo (VENICE)

Summer 1999: Shop assistant and assistant clerk in the family-run activity, in the field

of electrical appliances, mobile phones and households.

PERSONAL SKILLS AND EXPERTISE

MOTHER TONGUE: Italian

OTHER LANGUAGES:

English:

Reading skills: excellent Writing skills: excellent Verbal skills: excellent

German:

Reading skills: excellent Writing skills: very good Verbal skills: excellent

French:

Reading skills: excellent Writing skills: good Verbal skills: good

Social skills and competences:

High level of interaction in multicultural environments, in positions where communication is important and situations where teamwork is essential, such as culture and sport.

Organisational skills and expertise

Previous work experiences have allowed me to acquire co-ordination and management skills, as I was required to set agendas and organise projects.

Technical skills and expertise

My experience as researcher has given me the opportunity to deal with computing devices and technology everyday. I have developed a good knowledge of the most common software, Internet and I also have to do with the development of a new translation software, Multiconcord.

Moreover, working in the field of electrical appliances and mobile phones has helped me to develop an excellent skill towards technology in general.

Other skills:

Third level wine taster.

Hereby my permission to data processing according to Art. 13 of Legislative Decree 196, 2003.