ISABELLA CENTRA

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Italy
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PROFILE

PROFESSIONAL EXPERIENCE

Freelance translator

Latina (IT)
November 2009 to present

Translator involved in software and translation and MTPE projects. Language pairs: EN>IT and PL<>IT
Field of experience and major clients:

- Automation software: MathWorks, Automation Anywhere (translator and lead linguist)
- HR material: Amazon, Sibelco, Greenyard Foods
- Security system contents for clients as Honeywell, Comcast and Bosch
- Music industry manuals, IT and marketing content for clients as: Pioneer, Alpine, Clarion
- Software, manuals and marketing translation: Kaspersky, Windows Mobile, Dell, Parallels, Microsoft Dynamics/Navision, Sony, Panasonic, Canon
- Metalworking and manufacturing: Bosh, Husqvarna, Kennametal and Mitsubishi
- Travel: Expedia, Google Travel, Polish Tourism Organization (all human translation, no MTPE, of hotels descriptions, travel packages and offers, UI)
- Religion: documents for the Vatican Congregation for the Causes of Saints
- Engineering: railway and civil engineering invitations to tender
- Fitness apps and marketing content: Jawbone, Virtuagym
- Marketing translations: Yahoo, H&M, Quick-Step, Amazon, Google Hotel Ads, Expedia
- Medical devices: Lenire, Medela, Getinge, Otometrics, Coloplast, Cerkamed Dental
- Audioguide translations for several tourist attractions in Poland: museums, castles, churches

Productivity: 3000 words per day

Project coordinator, translator and reviewer

Localization agency

Latina (IT)
September 2008 to December 2009

Software and documentation translator and reviewer. Main contact person between clients and multilingual vendors. Responsible for managing projects as well as specific production teams, communicating specific detailed instructions to vendors, and managing workflows and processes.

Projects
Microsoft (PSS, Windows Mobile, MacOffice, MS Expressions), FIAT, Novell, IBM, Panasonic, Sony
Responsabilities:
Translatons and reviews.

Ensure that Quality Checks have been carried out satisfactorily;
Manage 6 client accounts;
Create and develop translations tools used for these accounts (Translation Memories, style guides, glossaries, account information, etc.) and develop efficient workflows for maximizing the use of these resources.
Manage in-house and freelance resources efficiently and cost effectively.
Select and assign translation teams, negotiate rates and deadlines and coordinate production with translators, proofreaders.
Check vendors' invoices for accuracy and match to purchase order. Send purchase orders to the team.
Hands-on production involvement such as checking completeness and accuracy of translation prior to delivery to client.

Translator
Localization agency

Latina (IT)
October 2007 to September 2008

Translator involved in software and documentation projects.
Language pairs:
EN>IT and PL>IT
Productivity: 2000 / 2500 words per day

Projects

- Microsoft
- Sony
- Panasonic
- Panda Antivirus
- Kennametal
- IBM
- Novell

Translator
BESA Editrice

Rome (IT)
February 2008

Translation of four short stories for an Italian publishing house (Besa Editrice).
Language pairs:
PL>IT

EDUCATION

University of Rome "La Sapienza"

Rome (IT)
July 2007

Degree in Languages for Linguistic Mediation
Main subjects: written, oral translation EN, PL>IT, linguistics, economics, law

Final score: 101/110

High shool "Liceo scientifico G.B. Grassi" *Latina (IT)*
July 1997

High school diploma
Final score: 89/100

COMPUTER SKILLS

Trados
Studio 2021
Across
MemoQ
MateCat
Catalyst
LocStudio
Idiom
SDLX
Passolo
Apsic Xbench
Novell Localisation Workbench – NLW IBM
Translation Manager
RC Win Trans
TStream
Microsoft Office: Word, Excel, Power Point
Smartling

Language known
Italian (mother tounge)
English
Polish