



***BA, MA RITA CAPPELLI***



**Nationality:** Italian

**Current address:**

Wienerbruckstraße 112, Maria Enzersdorf 2344 – Austria  
Self-employed | Language teacher | Member of Tradinfo

**CONTACT ME**

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**MY LANGUAGES**

<b>Italian:</b>	Mother tongue
<b>English:</b>	Full professional proficiency
<b>German:</b>	Full professional proficiency
<b>Polish:</b>	Full professional proficiency
<b>French:</b>	Medium level ( <u>not</u> for interpreting or translation)

**MY SERVICES – Translations, Interpreting, Proofreading & Editing**

**• Language combinations (Translation & Interpreting )**

Italian into English + German || German + English + Polish into Italian

**• Interpreting services**

Ad hoc/ liaison Interpreting | Consecutive Interpreting | Simultaneous Interpreting | Whispered Interpreting | Telephone Interpreting | Linguistic consultancy and localization.

**• Other services**

MP3/Video transcription | Project Management

**• Italian lessons** – one-to-one and groups.

\*\*\*Interpreting is available in Austria, Italy or abroad\*\*\*

\*\* All travel costs will be at client's expense \*\*

\*Rates available upon request\*

## **FIELDS OF EXPERTISE**

Agriculture, Advertising, Ceramics, **Disability**, Environment, Engineering, Fashion & hair styling, Food and wine sector (menus, websites), shoemaking, Commercial letters/degrees/CVs/certificates, civil engineering, EU law, **Fire protection**, Journalism, Marketing (research questionnaires, surveys, ads), **Medicine (brochures, medical reports)**, Migration, **Renewable Energies**, **Safety in the work place**, Tourism and travel (brochures, travel guides, websites localisation), Technical manuals (machinery, help files), **Waste management**, Water crisis and management.

## **SOME OF MY CLIENTS**

Prosit-Progetti e Servizi Italia (company dealing with safety, fire protection, environment and quality), Lions Club Host Forlì, La Sabbiona (Holiday farm and wine cellar), Social Cooperative Kara Bobowski, Ospedale Infermi Rimini, GD Bologna, Translation Agency Arca Centro Traduzioni, Spin Srl Rimini, Translation Agency Cooperativa Interpreti e traduttori, TIS Innovation Park, Translation Agency Idiomas pl, Ariston Thermo Group, ZF Schwäbisch Gmünd, Alfing Kessler Sondermaschinen, Carl Zeiss, Logos, B&B Cà Rossa, Council town Faenza, Council town Brisighella, Council town Modigliana, Mountain Community Acquacheta, Italian Language Services Poland.

\*\*References and referee details available upon request\*\*

## **MY WORK EXPERIENCE**

### **2013** conferences/interpreting + translations

Apart from usual **DE/EN/PL >IT** translation work in different fields, so far I did:

- Vienna, Volkshochschule Hietzing, Conference about Education & Culture – *A project of Volkshochschulen at geriatric institutions of the community of Vienna* – Simultaneous interpreter EN, DE><IT;
- Translation assignment DE>IT, *Der Strategie Fund – Investmentunternehmen für qualifizierte Anleger – Prospekt und Vertragsbedingungen* for the Swiss Agency Diction AG;
- Translation assignment PL>IT, *Ogólne warunki ubezpieczenia autocasco dla klienta indywidualnego oraz malego lub średniego przedsiębiorcy-PZU*;
- Translation assignment DE>IT, Marketing Research Questionnaires - in the framework of a E-Twinning Project - for the Vienna Business School;
- Translation of the paper *Österreich und die Pädophilie* DE>IT for the international conference on pedophilia held in Rome. The translation was published in the magazine *Il Regno – quindicinale di attualità e documenti n.3 2013, p.114-117*.

### **2012** conferences/interpreting + translations

- **Since November 2012 in the database of the translators for the European Institutions (Selection procedure: EPSO/CAST/S/1/2011 – Translators);**
- Wine and oil degustation, interpreting assignment DE><IT, CAB Brisighella;
- Community interpreter, EN, DE, FR, PL><IT, for the Hospital Infermi, Rimini – more than 100 working days;
- Consecutive interpreter DE><IT for the Lions Club Forlì Host, Cesena Grand Hotel;
- Simultaneous Interpreter EN, DE><IT in the framework of the European Project *SUPER-M.A.N - Supermarkets Meet Accessibility Needs*, Forlì and Modigliana;
- Translation IT>EN of the website and all the brochure regarding the European project *M.A.N - Supermarkets Meet Accessibility Needs*;
- *Translation IT><EN of the documentation for the national meeting of the engineers held in Rimini on the 12-14 September 2012;*
- Translation DE><IT of the German law regarding the safety in the workplace - *Gesetz über die Durchführung von Maßnahmen des Arbeitsschutzes zur Verbesserung der Sicherheit und des Gesundheitsschutzes der Beschäftigten bei der Arbeit (Arbeitsschutzgesetz ArbSchG)*;

- Simultaneous interpreter IT><EN, PL>IT at the conference Re-Play 3rd inter partner meeting, Warsaw, Poland;
- Consecutive interpreter DE><IT for the Lions Club Forlì Host on the occasion of an international intermeeting, Munich, Germany;
- Consecutive interpreter EN><IT in the framework of the EUNET project, Vanesborg, Sweden;
- Consecutive interpreter EN><IT on the occasion of the Conference: "European Networks", Reggio Emilia;
- Project manager (Main client: General Electric) and proofreader for French, German, English and Polish @Logos, Modena.

### **IN PREVIOUS YEARS**

- Community interpreter, EN, DE, FR, PL><IT, for the Hospital Infermi, Rimini – more than 100 working days, 2011;
- Training at the **Direction General for Interpretation of the European Institutions**, Brussels, May 2010, May 2011;
- Simultaneous Interpreter EN><IT @ Conference: *Volunteer work*, Brussels, 2009;
- Simultaneous Interpreter DE><IT @ Conference *Safety and Accessibility in Europe*, Forlì, 2009;
- Simultaneous Interpreter DE><IT @ Conference *South Tyrol Free Software*, Bolzano, 2006-2008;
- Consecutive interpreter EN, PL><IT @ Conference *European Youth Policy*, Oława, Poland, 2007;
- Consecutive interpreter DE><IT @ Press conference about the European Project "Leonardo da Vinci", Meldola, 2007;
- Consecutive interpreter DE><IT @ Conference From the Treaty of Rome to the Constitution: 50 Years of Europe, Riolo Terme, 2007;
- Consecutive interpreter DE><IT @ Conference "2010 – A Europe for All: Accessibility and Safety", Kassel, Germany, 2007;
- Simultaneous interpreter EN><IT @ Conference "Writing and translating: Voices, Images and Words", Forlì, Italy ;
- Simultaneous interpreter EN><IT @ Conference "Europe and the future challenges" – speaker: Vittorio Prodi, Forlì, 2007;
- Simultaneous interpreter EN><IT @ Conference "Interpreting at European institutions" – speaker: Carlo Mazzocchi, Forlì, 2007;
- Interpreter on the occasion of several fairs like Cosmoprof (Bologna), Macfrut (Cesena), Tafelfreude (Frankfurt).

### **OTHER WORK EXPERIENCE**

- 2012-2013 Italian language teacher @Vienna Business School in Mödling (all levels);
- 2010-2011 Italian language teacher @ Ariston Thermo Group, Cracow;
- June 2010-September 2011 Responsible for the recruitment for the Shell company @ Randstad, Cracow;
- **2008-2011 Pedagogical assistant @ MA in Conference Interpreting UNESCO Chair for Translation Studies and Intercultural Communication of the Jagiellonian University, Cracow;**
- 2008-2011 Italian language and literature teacher @ British International School of Cracow, Cracow;
- 2008-2010 Italian language teacher @ Poliglota, Cracow;
- 2008-2009 Italian teacher @ **Pedagogical University**, Cracow;
- 2007-2008 Language assistant in the framework of the Comenius Socrates programme @ Liceum Stanisława Wyspiańskiego, Rymanów, Poland.

### **EDUCATION and QUALIFICATIONS**

**2010 - Phd** student at the Department of Interdisciplinary Studies in Translation, Languages and Cultures (SITLeC) of the University of Bologna at Forlì.  
<http://www.disitlec.unibo.it/SITLEC/default.ht>

Research project on the use of strategies in simultaneous interpretation (Polish > Italian).

At present I am taking part in a Visiting Phd Programme at the University of Vienna.

**2004 – 2008** - SSLMIT, Scuola superiore di Lingue moderne per Interpreti e Traduttori (High School for Interpreters and Translators). [www.ssit.unibo.it](http://www.ssit.unibo.it)

**MA in Conference Interpreting** (majors English and German)

MA dissertation: Fire protection- a terminological bilingual database DE><IT.

**2001 – 2004** - SSLMIT, Scuola Superiore di Lingue moderne per Interpreti e Traduttori (High School for Interpreters and Translators).

**BA in Translation and Interpreting** (majors English and German)

BA dissertation: *Translation proposal from German into Italian of a manual on connecting rods of the company ALFING.*

**1996 – 2001** - Liceo Classico Linguistico Torricelli, Faenza.

High School Degree in **Languages**, Grade: 95/100

### **COURSES AND CERTIFICATES**

- October 2012: Participation in the “**IV International Conference about the Slavic languages**” organized by the University of Milan.
- October 2012: Participation in the workshop: Characteristics of the communication in the economic field: a contrastive analysis: Italian – German – French organized by the School for interpreters and translators, University of Bologna.
- January 2012: Participation in the **legal translation course** organized by the School for interpreters and translators, University of Bologna.
- October 2011: Participation in **SDL training courses** (Trados 2009, Trados 2011 and Multiterm).
- September 2011: Participation in the Conference “**TeTra: Technologies for translation**” and in the respaking workshop organized by the University of Bologna.
- December 2010: Participation in the “**III International Conference about the Slavic languages**” organized by the University of Bologna.
- October 2010 – June 2011: **Pedagogical course - qualification to teach German** in public schools, Jagiellonian University, Cracow.
- October 2010- February 2011: **Researcher at the UNESCO Chair for Translation Studies and Intercultural Communication of the Jagiellonian University, Cracow** (Marco Polo scholarship). <http://www.unesco.uj.edu.pl/>
- March 2011, September 2009 and August 2004: Intensive interpreting course (German-Italian) at the University of Gernersheim, Mainz, Germany.
- July 2008 – June 2010: **Intensive Polish Course** (level C1/C2) at the Jagiellonian University thanks to a **scholarship by the Polish Ministry of Foreign Affairs.**
- 31 July - 27 August 2009: Intensive Polish Course at the University of Silesia in Cieszyn thanks to a **scholarship by the Italian Ministry of Foreign Affairs.**
- June 2008: Recognized as **qualified to teach German** at the Advanced School for Interpreters and Translators, University of Bologna.
- October 2006 - May 2007: Erasmus student at the **ZHW (Zürcher Hochschule Winterthur)** School for interpreters at the University of Zurich. <http://www.linguistik.zhaw.ch/en/applied-linguistics-1/about-us.html>
- September 2005 - March 2006: Erasmus student at the Language School for Interpreters and Translators at Salford, **Greater Manchester University**, England. <http://www.salford.ac.uk/>

### **IT SKILLS**

Windows Office (Outlook, Word, Excel, PowerPoint) Internet & Email, Acrobat, WinZip, Winrar, Explorer, Trados 2009, 2011.