

EUROPEAN
CURRICULUM VITAE
FORMAT



PERSONAL INFORMATION

Name ORLOVSKA MARYNA
Address 12, VIA MERCURIO, 20060, CASSINA DE' PECCHI (MI), ITALY
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Nationality Ukrainian
Date of birth 29/01/1975

WORK EXPERIENCE

- Dates (from – to) 2009 - currently
- Name and address of employer Freelance
- Type of business or sector Travel industry
- Occupation or position held Licensed tourist guide in Milan (License No. 44/2009)
- Main activities and responsibilities Giving guided walking, car or bus city tours to groups of visitors, offering them interesting or enlightening information about points of interest at nature attractions, historic sites, museums, scenic locations, and other travel destinations.

- Dates (from – to) 2008 - currently
- Name and address of employer Freelance
- Type of business or sector Translation services
- Occupation or position held Accredited translator and interpreter at the Chamber of Commerce and the Court of Milan (No. 11400)
- Main activities and responsibilities Court interpreting, legal translations, sworn translations

- Dates (from – to) 2005 - 2007
- Name and address of employer R.E.F. S.r.l., Via Gioberti, 5 – 20123 Milan, Italy
- Type of business or sector Administrative sector
- Occupation or position held Freelance consultant and interpreter
- Main activities and responsibilities Administrative and linguistic support of the EU funded projects in Georgia, Armenia and Azerbaijan

- Dates (from – to) 2000 - 2003
- Name and address of employer La Quinta S.r.l., C.so Plebisciti, 15 – 20129 Milan, Italy
- Type of business or sector Translation services

- Occupation or position held Translation project manager
 - Main activities and responsibilities Managing and coordinating the completion of language projects
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- Dates (from – to) 2000 - currently
 - Name and address of employer Freelance
 - Type of business or sector Translation services
 - Occupation or position held Translator and interpreter
 - Main activities and responsibilities Providing translation and interpreting services from Italian and English into Russian and Ukrainian
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- Dates (from – to) 1999 - 2000
 - Name and address of employer ATI S.r.l., Via Guido Rossa, 7 – 20066 Melzo (MI), Italy
 - Type of business or sector Exports
 - Occupation or position held Exports Department officer
 - Main activities and responsibilities Managing contacts with foreign customers and suppliers
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- Dates (from – to) 1998-1999
 - Name and address of employer GlaxoWellcome, Yaroslavov val, 35 – Kiev (Ukraine)
 - Type of business or sector Pharmaceutical industry
 - Occupation or position held Personal assistant to Country Manager
 - Main activities and responsibilities arranging travel, visas and accommodation, organising and maintaining diaries and making appointments, interpreting, producing documents, briefing papers, reports and presentations

EDUCATION AND TRAINING

- Dates (from – to) 2008 - 2009
 - Name and type of organisation providing education and training AIS – Italian Sommelier Association, Milan, Italy
 - Principal subjects/occupational skills covered
 - Wine tasting technique, viticulture, oenology, service technique
 - Complete Italian and international oenography: wine regions and sub-regions, grape varieties, wine styles, appellation systems.
 - Title of qualification awarded Level 1 and 2
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- Dates (from – to) 2002
 - Name and type of organisation providing education and training University for Foreigners of Siena
 - Title of qualification awarded Certificate of Italian as a Foreign Language (CILS 4 – C2)
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- Dates (from – to) 1993 - 1998
 - Name and type of organisation providing education and training Institute of International Relations, Kiev National University (Ukraine)
 - Principal subjects/occupational skills covered Political science, Law, Economics, Foreign Languages (French, English, Italian)
 - Title of qualification awarded Master's Degree in International Relations, Diploma of interpreter
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- Dates (from – to) 1982 - 1992
 - Name and type of organisation providing education and training Gymnasium with extensive learning of English, Zaporizzhya (Ukraine)
 - Principal subjects/occupational skills covered English grammar and conversational practice, English and American literature, technical translation
 - Title of qualification awarded General secondary education

PERSONAL SKILLS
AND COMPETENCES
*Acquired in the course of life and career
but not necessarily covered by formal
certificates and diplomas.*

MOTHER TONGUE RUSSIAN

OTHER LANGUAGES

UKRAINIAN
• Reading skills EXCELLENT
• Writing skills EXCELLENT
• Verbal skills EXCELLENT

ITALIAN
• Reading skills EXCELLENT
• Writing skills EXCELLENT
• Verbal skills EXCELLENT

ENGLISH
• Reading skills EXCELLENT
• Writing skills GOOD
• Verbal skills GOOD

FRENCH
• Reading skills GOOD
• Writing skills BASIC
• Verbal skills BASIC

DRIVING LICENCE(S) Category B