

Erica Mele

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PERSONAL STATEMENT

I'm a literary and technical translator, recently graduated top in my class in a Master's degree in Modern Languages. I've always studied languages, and my main goal is to make them my career. I've had different work experiences, in different fields: I worked in a bookshop as shop assistant, greeter and seller; in a travel agency as greeter, ticket issuer, and advertising responsible; as a translator for different translating companies and for privates; as an English and Spanish tutor, with children and teenagers, and as an English teacher. I'm organised and punctual, and also very efficient.

WORK EXPERIENCE

Technical Translator – January 2017 – present
Day Translations, 415, Madison Avenue, New York NY, 10017 US
<https://www.daytranslations.com/>

- Technical translator on legal, administrative and bureaucratic documents, usually from English, Spanish and French into my mother tongue, Italian and vice versa;
- Translation of a few legal papers, such as a document, from Italian into English, of the Register of Birth, Marriages and Death;
- Taking care of the formatting of the document, making it identical to the original version, with the aid of the Office suite;
- This position improved my adaptability and flexibility: I have the ability to approach different kind of texts with the same commitment;
- This job helped me improving my organisational skills: deadlines are strict and must be respected, thus I learned how to organise my time and be efficient and precise.

Freelance translator - October 2014 – present
Private employers, Lecce (LE) 73100, Italy

- Translation services from English, Spanish and French into Italian, and vice versa, of different kind of texts and fields: scientific, economic, legal, humanistic, etc.
- I recently translated a series of documents about the psychological topic of Mindfulness, an essay in economics about Statistics and the Game Theory, and an archaeology paper about the Iliad;
- Also this position improved my adaptability and flexibility: I can change topic and field easily and provide an excellent translation thanks to my hard work and commitment.

Freelance Literary Translator – September 2016 – present
Babelcube Inc., <http://www.babelcube.com/>

- Literary translator of novels and short stories;
- Translation of two novels, published as e-books through different publishing companies and platforms like Amazon or Barnes & Noble: “Andalusian in Jerusalem” (from the Spanish version “Andaluz en Jerusalén” by Moisés Benarroch: <http://www.babelcube.com/book/andaluz-en-jerusalén>) and “The travels at the turn of the century. Travel to Mallorca” (from the Spanish version “Los viajes del cambio de siglo. Viaje a Mallorca” by Mario Garrido: <http://www.babelcube.com/book/los-viajes-del-cambio-de-siglo-viaje-a-mallorca>).
- I learned how to handle the translation of a whole novel, thing that obviously requires specific skills and abilities, besides a great sense of organisation and punctuality.

English teacher - July 2017 – present
Louis Formazione Professional E-learning School, 8, via Momte Napoleone, Milano (MI)
20121 <http://www.louisformazione.it/>

- English teaching via Skype lessons;
- Teaching to adult people and to my peers in this schools has strengthened not only my communication skills, since I have to deal with people of different nationalities and ages, but also my informatics abilities.

English and Spanish private tutor - October 2015 - present

Private employers, Lecce (LE) 73100, Italy

- Private afternoon lessons in English and Spanish to children and teenagers, helping them preparing exams, tests and/or certifications;
- This position allows me to improve my leader skills, since in these kind of relations I have to be in charge and responsible of the situation.

INTERNSHIPS

Shop assistant - November 2013 - February 2014

Liberrima bookshop, 1, Corte dei Cicala, Lecce (LE) 73100, Italy <https://www.liberrima.it/>

- Organisation and coordination of the place;
- Greeter (especially for tourists and foreigners) and shop assistant;
- Management of payment services and takings.

Online Advertising Manager and Shop Assistant - July 2017 - September 2017

Iurlano Tourist travel agency, 41, via Ugo Foscolo, Lecce (LE) 73100, Italy

- Management of the newsletter and of the advertising;
- Work in the ticket office and ticket issuance;
- Greeter, and organisation activities of the place.

EDUCATION

MA (Modern Languages, Literature and Translation) with the degree of 110/110 – December 2015 – March 2018

Università del Salento, Lecce (LE) 73100, Italy

- My University studies have been a great starting point for a future career in the translation area: not only have I studied thoroughly everything concerning translation, but I also had the chance to put that into practice with a useful course of subtitling from Spanish into Italian and vice versa;
- Dissertation in English Language and Translation, entitled “An insight into Northern English varieties”, supervised by prof. Thomas W. Christiansen.

BA (Languages, Literatures and Intercultural Communication) with the degree of 105/110 – September 2012 – November 2015

Università del Salento, Lecce (LE) 73100, Italy

- Besides the studies in English and Spanish languages and literatures, I took an interesting course with final exam in Touristic Law;
- Dissertation in English Literature, entitled “Translation as transformation: the metamorphoses in A Midsummer Night’s Dream”, supervised by prof. David I. C. Lucking.

A-Levels with the degree of 88/100- September 2006 – July 2011

Liceo Classico statale Virgilio, 4, via G. Galilei, Lecce (LE) 73100, Italy

- Studies of three foreign languages: English, Spanish and French

GCSE’s, September 2003 – July 2006

Scuola media statale Scipione Ammirato, 51, via R. Sanzio, Lecce (LE) 73100, Italy

- Studies of two foreign languages: English and German

PERSONAL INTERESTS

In my spare time I like being surrounded by my friends and family and enjoying some cultural activities in my city. I love art in all its forms, especially music and cinema: I also write reviews and critiques from time to time. I’m keen on photography: I often have experiences as an amateur photographer and video maker. Furthermore, I’m an avid reader: I joined some online reading and writing platforms for emerging authors of different nationalities. Lastly, I’m a passionate traveller: I enjoy travelling and meeting different cultures and countries whenever I can. I’m also ready to move abroad, if necessary.

REFERENCES

References are available on request.