

## PERSONAL INFORMATION

Rosanna Francischello

## JOB APPLIED FOR

## WORK EXPERIENCE

07/01/2014–Present

## Teacher

One Team s.r.l., Ancona (Italy)

Teaching English to non native speakers.

## Freelance translator

Self-employed

*Principal tasks: IT to EN translation (including dissertations and patents, scientific and technical texts, advertising, informative and illustrative material) and interpreter*

16/02/2007–16/02/2009

## Assistant to Project Coordinator

Università Politecnica delle Marche - Dipartimento di Architettura Costruzioni e Strutture (DACS), Ancona (Italy)

*Principal tasks: providing language expertise and logistic support for managing the project consortium within the European research project (ECP 2005EDU038098) - "Metadata for Architectural Contents in Europe" (MACE).*

01/09/2003–30/09/2005

## Assistant to the Project Coordinator

Vanoncini S.p.A, Bergamo (Italy)

*Principal tasks: coordinating the international partners within European framework research project CRAFT n° 1999-70706, entitled "Changeable Thermal Inertia Dry Enclosures" (C-TIDE). Tasks included feasibility studies, drafting of project reports and catalogues; clerical activities including linguistic support (IT-ENG) for the scientific researchers; revision of all the reports and documents produced by the Consortium (both administrative and technical); managing the technological innovations produced within the research project in terms of dissemination, marketing and advertising; production and revision of third party material for publication.*

01/01/2001–31/03/2003

## Assistant to the Project Coordinator

Università Politecnica delle Marche – Facoltà di Ingegneria – Istituto di Disegno Architettura Urbanistica (IDAU), Ancona (Italy)

Università Politecnica delle Marche – Facoltà di Ingegneria – Istituto di Disegno Architettura Urbanistica (IDAU) – Ancona, Italy

*Principal tasks within the S.D. ING-INF/05 (Information Elaboration Systems) research project entitled "Web based Intelligent Tutoring Design System" (WINDS) providing language expertise; managing distribution lists, emails, and dissemination; coordinating project participants' output in terms of deliverables, and project objectives; translation of a University level on-line architecture course produced within the research project, interface between the project partners and their European Commission Project Officer for the administrative and financial management of the project; coordinating the project deadlines and scheduling the submission of project deliverables, dissemination and project objectives; organizing and hosting of all the project conferences, meetings (including webinars, video conferences etc.) and the official annual reviews; translation and revision of*

*all the project reports, deliverables and dissemination materials; participation in all consortium meetings.*

01/05/1988–28/02/1999      **Office worker**  
 Riunione Adriatica di Sicurtà, Milan (Italy)  
*Special Risks Department/Engineering – Milan, Italy*  
*Principal tasks: managing the engineering risks portfolio and reinsurance; revision of contractual documents produced by the company agents, implementation of international treaties; language consultancy services for the underwriters; translation of technical documents for risk assessment; foreign relations.*  
*(Italian work contract category: 5th level )*

01/09/1984–31/12/1988      **Teacher**  
 Oxford Istituti Italiani, Milan (Italy)  
*Principal tasks: teaching English to top management of major Italian industries among which CARIPLO, ENEL, ALFA ROMEO, ENICHEM, TELECOM, MONTEDISON. All levels.*

## EDUCATION AND TRAINING

**Bachelor of Education (B. Ed)**  
 MCGILL UNIVERSITY, MONTREAL (Canada)

01/09/1978–01/06/1980      **Diplôme des Etudes Collégial (D.E.C) – Social Sciences**  
 VANIER COLLEGE OF GENERAL AND VOCATIONAL EDUCATION, VILLE ST. LAURENT (Canada)

01/09/1974–01/06/1978      **Diplôme d'Etudes Secondaires (D.E.S)**  
 JOHN F. KENNEDY COMPREHENSIVE HIGH SCHOOL, MONTREAL (CANADA)

## PERSONAL SKILLS

Mother tongue(s)      English

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Italian	C2	C2	C2	C2	B2
French	C2	C1	C1	B2	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

**Job-related skills**      Good interpersonal, organizational and leadership skills. Excellent knowledge of terms related to the following domains: information technology, insurance, knowledge management, LLL, e-learning, distance learning, cognitive learning, architecture, engineering.

**Computer skills**      Windows, Excel, Word, PowerPoint  
 Internet, networking, online tools (email, web-based document sharing/collaboration (e.g., Google Docs, Skype, GoToMeeting, Confluence, Doodle, Dropbox)

29/01/2018