



Stefano Papaleo

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VAT No. IT01010610325

Specialised in

Information technology, pro & consumer electronics, music, audio & video, tourism & hospitality, marketing

Education

1997 Degree in Foreign Languages and Literatures – University of Trieste – Degree with Honours

Certificates

1999 Certified Software Consultant – Enaip - Trieste

Foreign Languages

English, Spanish, German, basic understanding of written French and Portuguese

Training Courses

2017- c. Many courses on music production/engineering/mixing/composition/music for media – Various

2016 SEO Training | Search Engine Optimization Tutorials - Udemy

Audio Engineering: Signal Flow + EQ and Compression for beginners - Udemy

Logo Design Theory and Application Bootcamp - Udemy

2014 Translation in travel & tourism - ProZ

Translating comic books - STL Formazione

Transcreation of advertising and promotional material - STL Formazione

2013 Italian Legal Language - ProZ

British Company Law for Translators – ProZ

Videogame localisation - ProZ

More details and other courses at pagineweb.biz

Work Experience

Present Freelance translator

'99-'05

- **Translation:** for the University of Trieste, translation of websites, software applications, manuals, technical press releases, etc. for international clients. Run my own agency for a few years and collaborated in recruiting, promoting and project management for other agencies.
- **IT:** database development for illycaffè, web development and IT support for the University of Trieste and others, Storechecker for Context European Computer Information Services – London, Advanced archiving for Codex s.r.l. - Trieste
- **Teaching:** IT & English teacher for many organisations. Mainly English & IT teacher and tutor at Enaip Trieste, being also in charge of tourism internships and work experiences in the UK, teaching English basic and Intermediate courses, business English & conversation courses, professional training courses for individuals/groups with differentiated skills: Windows & macOS, ECDL, web design, graphic design, Flash, VBA, Access, video editing etc.,
- **Design:** web design, graphic design for University of Trieste, Caesarnet and other companies

'98

- **Graphic design** for Tempi Moderni s.c. a r.l.

- **Translations** for the University of Trieste.

- **Web design** at Dept. of Physiology and Pathology – University of Trieste. **From 1998 – 2008 webmaster of the Erasmus/Socrates Exchange Programme and the International Relations websites of the University of Trieste**

'95-'97

University of Trieste: data entry, interlibrary loans, bibliographical searching in several libraries, web design and IT consulting/support.

'94-'95

DTP and editing of Faculty guidebooks at the Computer Centre of University of Trieste

Computer Skills

OS macOS, MS-DOS, Windows, Linux, iOS, Android, Blackberry

Office Automation MS Office, OpenOffice/LibreOffice, WPS Office

Languages HTML, JavaScript, SQL, ASP, Visual Basic, Python, PHP, Perl, JQuery

Web Authoring Adobe Dreamweaver, WordPress, Visual Studio Code

Graphics & DTP Adobe Photoshop, Illustrator, InDesign, Corel Draw, GIMP, Inkscape, Scribus, Krita

Video Editing Lightworks, Adobe Premiere, Kdenlive

CAT & Loc. Tools Trados, memoQ, QT Linguist, Passolo, Poedit, Memsources, CafeTran Espresso, Crowdin

Translation, localisation and proofreading/editing experience:

Legal/Patents

EULAs, documents and bids for Huawei and Canadian Embassy in Rome, ADL Blue Print Live material (warranty claims etc.), FOX, MPA, terms & conditions and privacy policies, confidentiality agreements & NDA's, power of attorneys, deeds of incorporation, statutes, general

shareholders meetings minutes, transcription and translation of testimonies, deeds of trust, years of material for a major media companies lawsuit, etc.

Marketing & Surveys

Marketing documents for the University of Trieste, Oracle, HP, CA, Infor, Adobe, Corel, Red Hat, Woelke Brügggen, Advocacy Maven and many others; offers and promotions for MasterCard, B2B & B2C surveys and questionnaires, presentations for Sony, brochures for Toyota, newsletter articles for Axway, surveys on social networks, travel retail reports, Philips Cinema Facebook questionnaire, marketing material for music events and artists, case studies and success stories for AWS and Oracle, advertising & marketing material for beauty products incl. thousands of product descriptions for 2 major German cosmetics retail chains.

ICT/Telecommunications

Technical and promotional press releases on hardware and software products, brochures, manual and user guides, websites, banners, slogans and marketing campaigns, SEO & copywriting, case studies, reports, success stories, packaging, newsletters, training material, localisation of several applications incl. beta testing and bug reporting, extensive & ongoing work on promotional material for Dell and HP resellers, translated/edited/written material for Apple, Adobe, eBay, Amazon, Aten, NCR, Axway, Nortel, Juniper, Huawei, IBM, TIM, Canon, AsusTek, JBoss, ECS, Oracle, AgLeader Technology, Viadeo, Sony Press Centre, Meizu, Red Hat, VMware, HP, Red Prairie, HTC, ExpenSys, Barco, CompeGPS, Infor, Microchip, Oppo, Computer Associates, QQ, WeChat, Cisco, OnePlus, TCL, Xiaomi, Blackshark, Fuji, Vivo.

Consumer Electronics, Audio and Video Equipment

User manuals, specifications and data sheets, press releases, OSD's, subtitles and other marketing and technical documents for radio and TV sets, CD/DVD/karaoke/MP3 players, Hi-Fi sets, iPod/iPad accessories, satellite receivers, printers, audio interfaces, GPS navigators, KVM devices, cameras and videocameras, network devices and other appliances, for Bosch, plawa (AGFA), AOC, Canon, DxO, Sonos, Panasonic, Philips, FujiFilm, Bang & Olufsen, Ricoh, Harman Kardon, JBL, Yaham, Uniview, Korg, b-sound, Steinberg, Yamaha, Anker, Nothing, Soundcore, Muzen, WHD and Onkyo audio/video products.

Gaming & Gambling

Localisation of mobile games for WAAT/Twistbox, consulting in linguistic/technical matters for betting services in Italy, localisation of Victor Chandler's website (casino and sportsbetting) and of Everest Games including creation of glossaries and terminology, proofreading/editing of updates (teasers, promotions, banners, news), translation of gambling material, game help files, sections of Ubisoft videogames, localisation of Exkee games, video game descriptions for LemonQuest, poker websites (Betfred) and bingo, games for iPhone & iPod Touch, comics creator game for Kellogg's, translation of Gamblingtherapy.org, AAMS communication protocol specs for games of skill, technical documentation on Microgaming's gaming servers and interaction with AAMS for poker and casino games, certificates and review reports for casino games for AAMS approval, documents on Superenalotto, Brag and Blackjack for Game Account, material for EuroCasino, instructions for board games, T&C for advertising on betting sites, banners for casino tools & products, mobile videogame on Cristiano Ronaldo & other football games, proofreading of gaming material for EA, Pro 7 Games, Black Shark and others, sportsbet software for Tipster

Media & Subtitles

Parent company's review of SKY Italia's media library system, transcreation of hundreds of episode titles and synopses of classic TV series. Subtitles for HP support videos, legal documents and other material for FOX and MPA, press releases for IT companies, surveys & interview transcripts for CBS, marketing & legal documents for Clearvale & Philips, video transcriptions for Advocacy Maven, subtitles for corporate and technical support videos including Yamaha Pro Audio, articles for newsrooms, hundreds of documents for a huge international media company lawsuit, subtitles for educational videos for Yamaha audio products, training material for Twitch.

Sports & Fitness

UEFA Club Licensing Manual, FIFA and UEFA documents, FIGC documents, SONY Photo Squad presentations for the UEFA Champions League, translation of material for the Curves fitness franchise, several documents on wellness & spa, manuals of crosstrainers and heart rate monitor watches, diet & weight-loss products, CVs and cover letters for professional football players, material for UEFA's streaming service for Champions League and Europa League, sports apps for mobile phones, Castrol EDGE Rankings (football & motorsports), product descriptions for Amazon, website translation for Asics, translation for pitch quality monitoring systems.

Human Resources/Training/CRM

Human resources material, internal questionnaires for Bridgestone and others, HR & training material for Jeppesen, training material and internal policies against bribery & corruption for Charter Group, training material for SDN AG, employees' surveys for Xchanging

Business/Finance

Localisation of affiliate programs and FOREX platforms, company memoranda, reports, material for Ivobank, documents on credit crisis, localisation of accounting software, company profiles, presentations & other material for Xchanging, extensive & ongoing translation of promotional, customer service, and internal documents for Western Union and Convera, balance sheets, financial reviews, financial data, corporate documents, press releases.

Science

Medical texts for the University of Trieste, psychology articles, research and medical studies on diet and fitness programs (Curves), short articles on several pathologies, press releases for wound care company, translation of the website on medical drugs leaflets in the EU market, substances and ingredients lists for non-food products as per EU laws, medical equipment manuals (Antmed, Mindray, Wisonic).

Travel & Tourism

Extensive work in proofreading and translation of tourism and travel material on Croatia and Austria (brochures, websites, travel guides, posters, itineraries, events, SEO etc.), Italian website for Hurtigruten Cruises, marketing material for Carrington Italy, Press releases, newsletters, websites, etc. for the hotel industry, SPA's, cafés and bars, proofreading for MSC Crociere.

Other

Socrates/Erasmus Student Guidebook for the University of Trieste; translation and proofreading of material on sustainability of golf courses for R&A in areas such as greenkeeping, laws and regulations, botany, ecology, zoology, chemistry, water management, climatology for 5 years; emergency procedures for the Canadian Embassy in Rome, occasional translations for weighing devices and machinery, food labels, safety & security documents; technical and marketing material for automotive companies (ADL, Audi, Suzuki, CASE, New Holland, Bridgestone), website, letters, etc. for Chesterfields upholstery, translation of optical product descriptions and power supply and power inverter manuals, solar panel documentation for Suntech and Hanwha Solar, precision farming translations for AgLeader and Novariant/AgJunction since 2008, e-bikes promo & technical material for Tenways.

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