

Curriculum Vitae



Personal information

First name(s) / Surname(s) **FRANCESCA COSTANZA MALVANI**
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Websites www.francescamalvani.altervista.org
<http://www.lettere.uniroma1.it/users/malvani-francesca>;
<http://www.aiti.org/profilo/francesca-costanza-malvani>
www.proz.com/profile/624054
<http://www.translatorscafe.com/cafe/Profile/Default.asp?ForOthers=true>

Nationality French and Italian
Date of birth 22/04/1960
Gender Female

Desired employment / Occupational field **Professor of French and Italian, Translator, Interpreter, Editor, Rewriter, Proof-reader, Expert in E.U. Institutions**

Work experience

Dates 01/12/1984 →
Occupation or position held Lecturer of French mother tongue
Main activities and responsibilities Teaching of French to graduate and undergraduate students: courses of literary, technical and scientific translation's theory and practice; organization of conferences & symposiums; translations and editing of specialized periodicals.

Name and address of employer	<p>1) 31/03/1995 - today: Università degli Studi di Roma "La Sapienza", Dipartimento di Lingue, Letterature e Culture del Mondo Moderno, Facoltà di Lettere e Filosofia, Villa Mirafiori, Via Carlo Fea 2, 00161 Rome(Italy);</p> <p>2) 01/11/1985-28/02/1995: Università degli Studi di Bologna, Dipartimento di Lingue e Letterature Straniere Moderne, Facoltà di Lettere e Filosofia, Via Cartoleria 5, 40124 Bologna;</p> <p>3) 1/09/1992-31/10/1994: Istituto Universitario di Lingue Moderne (IULM), Milano: Professoressa di Lingua e Letteratura Francese</p> <p>4) 1/11/1993-30/03/1995: Università degli Studi della Tuscia, Via C. De Lellis, Viterbo;</p> <p>5) 1/12/1984-31/10/1985: Istituto Universitario Orientale, Naples; University teaching, Translation</p> <p>6) 15/07/1984-31/11/1984: Teaching Assistant of Italian, University of Illinois, Fall Semester 1984, Urbana-Champaign (Illinois)</p>
Type of business or sector	University teaching, Translation
Dates	01/10/1994 - 15/07/1999
Occupation or position held	Professor
Main activities and responsibilities	<p>Professor</p> <p>- at the "Alliance Française de Rome": intensive courses for adults + French of the E.U. Institutions courses for the Presidenza del Consiglio dei Ministri (Presidency of the Council of Ministers), the Ministry of Finances, the Bank of Italy, the Revenue Guard Corps, etc. within the framework of the « Formation à l'Europe » project promoted by the French Ministry of Foreign Affairs and the E.U Institutions in Bruxelles;</p> <p>- at the "Centre d'Etudes Saint-Louis de France" of the French Embassy to the Holy See: courses of French for career diplomats; courses of French for Italian adults and courses of Italian for French people;</p>
Name and address of employer	Alliance Française de Rome, Via Montebello 104, 00185 Rome; Centre d'Etudes Saint-Louis de France, Largo Toniolo 3, 00186 Rome (Italy);
Type of business or sector	Education, language teaching
Dates	13/07/2004 - 07/01/2006
Occupation or position held	Expert, researcher, translator, interpreter, conference organizer, campaign promoter
Main activities and responsibilities	<p>Expert and researcher at the Department of Equal Opportunities of the Italian Presidency of Council of Ministers for the National Office Against Racial Discriminations (UNAR): research and comparative studies between specialized European institutions involved in the fight against racial discriminations, rape, violence and traffic in women and children, in Italy and in France ; collaboration to the organization of the 16/11/04 congress "<i>Tutti diversi, tutti uguali</i>" (« <i>All different, all equal</i> ») in Rome in overlap of the European track-tour « For diversity, against discriminations » promoted by the E.C.; public relations, translations and interpreting for the same department and office;</p>
Name and address of employer	Ufficio Nazionale Antidiscriminazioni Razziali, Dipartimento per le Pari Opportunità, Presidenza del Consiglio dei Ministri, Largo Chigi 19, 00187 Rome (Italy)
Type of business or sector	Research, Expertness, Translation, Public Relations, Editing
<u>TRANSLATION EXPERIENCE</u>	<p>I have been working as a <u>Freelance Translator</u> since 1982.</p> <p>Translation currently accounts for <50% of my total income.</p>

Some of my past translating-
interpreting-editing professional
experiences:

Dates	<u>07/02/2012</u>
Occupation or position held	Translator
Main activities and responsibilities	<u>Translation in french of an e-book</u> : Avv. Salvatore Centonze, <i>Carta dei diritti e dei doveri dello straniero in Italia – Commentario e traduzione del Testo Unico sull'Immigrazione e del relativo regolamento di attuazione</i> , French title: <u><i>Charte des Droits et des devoirs de l'étranger en Italie – Commentaire et traduction du Texte Unique sur l'Immigration et du Règlement d'application</i></u> ,
Company/ Editor	Circolo Virtuoso Editore, Lecce 2012;
Volume	180 pages
Links to the ebook	http://www.sportelodeidiritti.org/notizie/galleria_immagini.php?id_elemento=961&i=2&parola_chiave=&data_dal=&data_al=&ordinazione=&stato=&id=1042 ; http://www.sportelodeidiritti.org/notizie/dettagli.php?id_elemento=961&i=2&parola_chiave=&data_dal=&data_al=&id_categoria=27
Field of Translation	Legal and social (human rights);
Date	03/12/2011
Occupation or position held	Translator
Main activities and responsibilities	<u>Translation in Italian of</u> the French book: D.Juette-Y.Ramon, <i>Grands Maîtres vous avez la parole</i> ; Italian title: <u><i>Gran Maestri, a voi la parola!</i></u> , ed. Tipheret, nov. 2011. History of a French International Free-Masonry Order, <i>Le Droit Humain</i> ; field of translation: history-philosophy-esoterism;
Company/ Editor	Ed. Tipheret
Volume	141 pages
Links to the ebook	http://www.aseq.it/grandi-maestri-a-voi-la-parola-2.html ; http://www.ibs.it/code/9788864960739/gran-maestri-voi.html ; http://www.excalibooks.com/excalibooks.cgi?WSYD_EVENT=SchedaLibro&DW8/A=1&ISBN10=8864960732 ; http://books.google.it/books/about/Gran_maestri_a_voi_la_parola.html?id=BRUpwAACAAJ&redir_esc=v
Field of Translation	history-philosophy-esoterism
Dates	January 1992
Occupation or position held	Translator
Main activities and responsibilities	<u>Translation in Italian of</u> the French book: A. Compagnon, <i>Proust entre deux siècles</i> , Paris, Ed. du Seuil, 1989, for <u>Einaudi</u> ; Italian title: Antoine Compagnon, <u><i>Proust tra due secoli</i></u> , Torino, Einaudi, 1992:
Company/ Editor	<u>Einaudi</u> , Turin, Italy
Volume	309 pages
Links to the book	http://www.amazon.it/s/ref=nb_sb_noss/279-3883028-8319529?_mk_it_IT=%C3%85M%C3%85Z%C3%95%C3%91&url=search-alias%3Dstripbooks&field-keywords=Proust+tra+due+secoli+Antoine+Compagnon&rh=n%3A411663031%2Ck%3AProust+tra+due+secoli+Antoine+Compagnon&ajr=0
Field of translation	literature, criticism;
Dates	Sept. 1990- July1992
Occupation or position held	Translator
Main activities and responsibilities	Several Translations, linguistic research, collaboration to the editing and revisions of the <u><i>Nuovo Dizionario Garzanti di Francese</i></u> (French>Italian/ Italian>French dictionary) published in August 1992
Company/ Editor	Garzanti, Milan, Italy

Volume	2.0125 pages (2 years of in-house work (25 hour/ week); linguistic research, rewriting, documentation, technical translations).
Links to the book	http://www.amazon.it/Nuovo-Dizionario-Garzanti-Francese-Italiano/dp/B007P2ZUSI/ref=sr_1_11?s=books&ie=UTF8&qid=1349107424&sr=1-11 http://www.amazon.it/gp/product/images/B007P2ZUSI/ref=dp_image_0?ie=UTF8&n=411663031&s=books
Field of translation	French and Italian Languages, Linguistics;
Dates	13/07/2004 - 07/01/2006
Occupation or position held	Expert, researcher, translator, interpreter, conference organizer, campaign promoter
Main activities and responsibilities	Interpreting and translations for the <i>Dipartimento Pari Opportunità</i> (Ministry of Equal Opportunities) of the <i>Presidenza del Consiglio dei Ministri</i> (as a translation of the European Project of Non-Violence against women Centres in the MEDA countries) and comparative researches about E.U. directives appliance in France and in Italy. (+ see above)
Name and address of employer	U.N.A.R. (<i>Ufficio Nazionale Antidiscriminazioni Razziali</i>), <i>Dipartimento per le Pari Opportunità</i> , Presidenza del Consiglio dei Ministri, Largo Chigi 19, 00187 Rome (Italy)
Type of business or sector	Translations, Interpreting, Editing, Research, Public Relations.
Dates	1982-2004 :
Occupation or position held	Interpreting and translation jobs for many lawyers cabinets, institutions, reviews and magazines for universities, cultural centres. I made several technical translations for doctors, lawyers and judges, agricultural reviews, E.U. Institutions, Italian Public Administration (Ministers, etc.), banks and companies, professional and cultural websites, private clients, etc.
Technical skills and competences	But my major field is Education, and all about writing, rewriting, proofreading, editing, mostly in French and Italian but in English too. I write very well in French and in Italian, I'm a good rewriter and proof-reader, a good translator and a quite good consecutive interpreter and a very accurate researcher. I've studied Comparative Foreign Literatures, Art History, Philosophy, Psychology, Archaeology, but I can translate a business or a financial document without any problem. I'm able to organize conferences and to promote campaigns and I've a very good knowledge of the European Institutions and Politics. I like cooking and gardening, so those fields of interest and translation are familiar for me.

STAGES - TRAININGS

Dates	01/07/1995 - 15/07/1995
Title of qualification awarded	specialisation in European Institutions politics and language skills: " <i>Formation à l'Europe</i> "
Principal subjects / occupational skills covered	Remunerated Training (Stage): " <i>Formation à l'Europe</i> " -specialisation in teaching French of the E.U. Institutions, organised in Brussels by the E.C., E.P., Alliance Française de Bruxelles and the French Ministry of Foreign Affairs.
Name and type of organisation providing education and training	E.C., 200, rue de la Loi, 1030 Bruxelles (Belgium); Alliance Française de Bruxelles (Belgium); Ministère des Affaires Etrangères, Paris (France)
Dates	01/09/1985 - 01/02/1986 + 01-31/07/1995
Title of qualification awarded	Stagiaire of the E.C.

Principal subjects / occupational skills covered	1) 6 months Stage at the European Commission, D.G. X (Information, Action Culturelle et Audiovisuel), Bruxelles, remunerated. 2) 1 month of Professional Training for 22 French Professors of the 22 E.U. members (in 1995), "Formation à l'Europe", organized by the EC, the Alliance Française de Bruxelles and the French Ministère des Affaires Etrangères - stage in Bruxelles, remunerated.
Name and type of organisation providing education and training	E.C., 200 rue de la Loi, 1030 Bruxelles (Belgium)
Dates	01/06/1984 - 30/06/1990
Title of qualification awarded	Specialisation in Editing and Teaching French as a Foreign Language.
Principal subjects / occupational skills covered	- 1990 : Stage au S.I.P.E.L., Paris, sur « Les métiers de l'édition », organisé en collaboration avec des maisons d'éditions parisiennes ; - 1984 : Stage de Didactique du Français Langue Etrangère, Université de Paris III
Name and type of organisation providing education and training	- S.I.P.E.L., Paris (France); - Université de la Sorbonne-Nouvelle, Paris III, Paris (France)
Dates	01/09/1979 - 30/06/1984
Title of qualification awarded	Maitrise ès Lettres Modernes
Principal subjects / occupational skills covered	French Literature and Language, Linguistics, Pedagogy, English, Italian Literature and Language, Latin
Name and type of organisation providing education and training	Université de Paris-Sorbonne (Paris IV), 1, rue Victor Cousin, 75005 Paris (France)
Level in national or international classification	Graduation
Dates	15/09/1974 - 15/07/1979
Title of qualification awarded	Maturità Classica (15/07/1979)
Principal subjects / occupational skills covered	Literature, History, Philosophy, Latin, Ancient Greek, History of Art, Geography, Mathematics, Physics, Biology and Chemistry
Name and type of organisation providing education and training	Liceo Ginnasio Statale "Torquato Tasso", Via Sicilia 19, 00100 Rome
Level in national or international classification	High School Diploma
Dates	01/10/1974 - 30/06/1979
Title of qualification awarded	a very good level in English
Principal subjects / occupational skills covered	English Language and Civilization
Name and type of organisation providing education and training	British School and British Institute in Rome (Italy) in 1970/1980, Sorbonne University in Paris (some EN/FR/EN translation exams) in 1980-1984, University of Illinois (when I was a Teaching Assistant of Italian and Graduate Student in 1984-1985, I attended some English high level trainings)
Mother tongues	French and Italian
Other language(s)	English and Spanish

Self-assessment <i>European level (*)</i>	Understanding				Speaking				Writing	
	Listening		Reading		Spoken interaction		Spoken production			
English	C2	Proficient user	C2	Proficient user	C2	Proficient user	C1	Proficient user	C1	Proficient user
Spanish	B2	Independent user	A2	Basic User	A1	Basic User	A1	Basic User	A1	Basic User
Latin	C1	Proficient user	C2	Proficient user	A1	Basic User	B1	Independent user	C2	Proficient user
Ancient Greek	A1	Basic User	C2	Proficient user	A1	Basic User	A1	Basic User	C1	Proficient user

(*) *Common European Framework of Reference (CEF) level*

Social skills and competences

I like to travel all over the world and know new people, get new international relationships.
 I'm able to organize conferences and to promote campaigns and I've a very good knowledge of the European Institutions and Politics.
 I worked for two years in an Italian Governmental Office which fights against all kinds of discriminations (racial, sexual, etc.). I'm Catholic, but I have some remote Jewish origins and I'm open to all religions and ways to live.

Organisational skills and competences

I've got some organisational aptitudes at the universities and the governmental institutions where I worked, I've organised some international conferences and a congress

Technical skills and competences

I made several technical translations for doctors, lawyers and judges, agricultural reviews, E.U. Institutions, Italian Public Administration (Ministers, etc.), banks and companies, professional and cultural websites, private clients, etc.
 But my major field is Education, and all about writing, rewriting, proofreading, editing, mostly in French and Italian but in English too. I write very well in French and in Italian, I'm a good rewriter and proof-reader, a good translator and a quite good consecutive interpreter and a very accurate researcher. I've studied Comparative Foreign Literatures, Art History, Philosophy, Psychology, Archaeology, but I can translate a business or a financial document without any problem. I'm able to organize conferences and to promote campaigns and I've a very good knowledge of the European Institutions and Politics.
 I like cooking and gardening, so those fields of interest and translation are familiar for me.

Computer skills and competences

I work every day with a computer, using all Windows Vista and Microsoft Office 2007 (+ OneNote and Home& Student) softwares (Power Point, Acrobat, FrontPage, publisher, etc.).
 I've got an "Internet" university diploma in June 2002, and I can work with Trados 6.5 (a CAT tool for professional translators), learning it by myself.

Artistic skills and competences

I'm a creative person.
 I play organ.
 I've studied Art history at the High School and I shared my life between Rome and Paris, cities where nobody can ignore Art! One of my hobbies is to be a tourist guide for fiends and parents, as this kind of professional patent is quite impossible to get, in Rome (reserved to a very small "happy few").

Other skills and competences	<p>I'm a very open minded person, ready for all new experience of life and work. I like to travel all over the world and know new people, get new international relationships. I'm imbued of European culture and civilization. I like nature and all the fields related to it (environment, forestry, archaeology, tourism, protection of artistic and environmental heritage, etc.). I am fast, accurate, reliable and have competitive prices.</p>
Driving licence	Yes (Patente B - Permis de conduire), since 1981

		A1	A2	B1	B2
U N D E R S T A N D I N G	Listening	I can understand familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand TV news and current affairs programmes. I can understand the majority of films in standard dialect.
	Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writer adopts particular attitudes and viewpoints. I can understand contemporary literary production.
S P E A K I N G	Spoken interaction	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.
	Spoken production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.
W R I T I N G	Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write highlighting the personal significance of events and experiences.