PERSONAL INFORMATION

MIRA LENŽER NEWBOULD

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Laurate of EPSO competition **EPSO/CAST/CRO/IV/09 – CAST CROATE 2009 – FG IV**
Laurate of Selection Procedure CDT-ACIV-2015/02 – Croatian Translator, Translation Centre for the Bodies of the European union- Luxembourg

WORK EXPERIENCE

1st Oct 2016-present

Conference Interpreter EN<>HR<>IT, Translator

Self-employed, Italy

- Conference Interpreting, translation services both for direct clients and agencies in Italy and Croatia
- list of assignments **in Annex to CV**

1st Oct 2012 - 31st Sep 2015 (3 years)

Translator (Member of contract staff in Function Group IV)

European Commission, DG Translation (G-6, 12/18 - Rue de Geneve, 6, B-1049 Brussels)

- Member of the original team of translators' set-up prior to Croatia's accession to the EU. Translating political, legal, economic, financial, scientific and technical texts covering all the policy areas in which the European Union is active –into Croatian (native language) from English, Italian and French (source languages) – specialised in DG MARE, DG AGRI, DG TAXUD, DG ENER
- Nr. of documents translated: 1457, Nr. of **pages** translated: **5862.3**
- **Proofreading** and other tasks relevant to the linguistic domain (terminology, research) and to the management of the Unit, use of Translation tools (TWB Trados, Trados Studio, LegisWrite and Tag Editor, Euramis)
- **Training Correspondent** - *liaison* responsible for organising team events and seminars/workshops at the Unit and Department level, communication with R.4, logistic support (invitations, agenda, follow-up, press release)

1 July 2007- 30 Sept 2012

Conference Interpreter, Translator, PR and External Communication Officer

Self-employed, **DMZ d.o.o., Put S. Luksetića 3a, 51211 Matulji** – Croatia; Language service agency

- Conference Interpreting in Italy and Croatia on topics ranging from: **EU projects** (IPA Adriatic, SIMPLE, LEADER, IPA cross-border cooperation, ADRIAMUSE, CRO.Fish, ECO FOOD, CULTURE, KEP Programme, ALPE ADRIA, AMAMO, FISHNET, INTERREG, PHARE, ECO.PORT, PRO.COOP, PEARL.EU, PORTUS-Corridor V), **Agriculture, Pharmaceutics** (LABO, Padua), **Banking** (Unicredit EWC Meetings; CRIF Conferences), **Marketing** (Valamar Hotels & Resorts, regional and national tourist boards), **Management, Tourism, Culture, Fisheries, Finance, Arts, Forestry**, etc. for events organized at local, regional, national and international level (detailed list available at request in Annex to CV). Clients: Croatian and Italian ministries, local and regional governments in Italy and Croatia (Istrian Region and Primorje and Gorski Kotar Region, FVG Region, AlpeAdria, Euroregion), NGOs (CEI), local SMEs and multinationals (Calzedonia, ADAC, National Geographic, Luxman Group), trade unions, banks (Unicredit), chambers of commerce, associations, municipal courts
- Responsible for organising and managing multiple booths interpreting services, as well as the related logistics and the distribution of the working material;
- Translation of legal, commercial, artistic texts, as well as all types of promotional material (brochures, websites, posters, catalogues), online/offline advertising campaigns (Kinder, Palmanova Outlet), press releases and reviews, product presentations, marketing plans, training material, presentations, conference abstracts and programmes, official speeches, invitations, speakers' profiles, contracts for both regional and national government bodies and local enterprises; subtitling of documentaries (**National Geographic, TED**); EU project funds applications, theatre pieces, literary translation

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EDUCATION AND TRAINING

2020 **KUDO RSI PLATFORM – Kudo Professional Interpreter – certification for RSI interpretation on KUDO platform**

2017 **TED Conference**
Training and Mastering of the Subtitling Software Programme **Amara**

October 2012-September 2014 **DGT - CAT-TOOLS TRANSLATION SKILLS**
European Commission, Brussels, Belgium
- TRADOS; DGT Tradesk, DGT Vista, DGT TWB/Euramis, DGT Legiswrite, Transface 1-4; IATE, DGT-CATtool for end user (Studio), Legiswrite - Recasting Training, Windows 7 and Office 2010, Public speaking French course -Level 5 and 6, Cours Avancé Expression Orale, Comprehension À L'Audition, several trainings on agricultural policy, history of Europe, European integration, Croatian legal system

1997/1998-2002/2003 **CONFERENCE INTERPRETER - FIRST CLASS HONOURS DEGREE (110 CUM LAUDE/110),**
University of Trieste, Higher School of modern languages for interpreters and translators
- Conference interpretation (consecutive, simultaneous), translation
- English, Italian, Croatian (EN<>IT<>HR)

December 2001 **INTERPRETATION INTERNSHIP**
UNIDO VIENNA General Conference

PERSONAL SKILLS

Mother tongue(s) Croatian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
	Degree				
Italian	C2	C2	C2	C2	C2
	Degree				
French	**B2**	**B2**	**B2**	**B2**	**B2**
	Secondary education, European Commission certificates of attendance				

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills
- Good communication skills gained through my work as a public relations and event organiser in the CEI: correspondence with speakers, organisation of accommodation and flights, programme drafting, promotional material and brochure preparation, matchmaking database for enterprises, etc.; as a language teacher and an employee at a Tourist agency, as well as while carrying out secretarial task at Chiropractor's centre (Fuller Chiropractic, Rijeka)
- Experienced in quickly settling down to new geographical, social, cultural and professional surroundings (15 years in Italy for University studies and work, 3-months in Canada for linguistic training, 2 years in Brussels for a job position at the EC, DGT).

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Organisational / managerial skills
- Good organisational skills (while working as a DGT HR Unit **Training Correspondent in charge of organising Team events**; as a Freelance Interpreter responsible for multiple booths assignments, audio-visual equipment, travel and accommodation arrangements for Interpreters on a mission and as a member of the organising team for the two Summit Economic Forums -CEI, as a Secretary and a Teacher at a Language School responsible for organising and holding Croatian language courses)

Job-related skills
- Good command of quality control processes (currently responsible also for Proofreading)
- Teamwork, prioritising and resilience when working under pressure and with short deadlines, adapting to flexible working hours

Computer skills
- Excellent command of Windows 7 and Microsoft Office™ 2010 tools, Windows XP (Home Edition, Professional), MS Word (XP, 2003), MS PowerPoint (98, XP, 2003), MS Excel (XP, 2003), MS Outlook, Adobe Acrobat Pro 7.0.
- Excellent command of DGT Tradesk, DGT Vista, DGT TWB/Euramis, DGT Legiswrite, DGT-CAT tool for end user (Studio)
- Good command of Photo editing software

Other skills
- Music knowledge (6 years of Conservatory "I.M. Ronjgov" Rijeka)
- Croatian tour guide licence and working experience
- Teaching experience

Driving licence
- B

ADDITIONAL INFORMATION

Other

MAY 2005 - BASIC COURSE -EUROPEAN LAW - Faculty of Law, University of Rijeka in cooperation with the European institute of the University of Saarbrücken (Germany), Institute for European Research of the University of Genoa (Italy), Institute for European law of the University of Tilburg (the Netherlands), Croatian Chamber of Commerce

MAY 2004 - Translation of the children's book "Vlak u snijegu" by Mate Lovrak from Croatian into Italian (graduation thesis subject)

Hobbies/Interests: Photography I Reading I Traveling I Art

References: References are available on request.

1. Ai sensi del D. Lgs. 196/2003 e successive modifiche, autorizzo il trattamento dei miei dati personali per gli scopi consentiti
2. Dichiaro, consapevole delle sanzioni penali previste dall'art. 76 D.P.R. 28/12/2000 n. 445 per il caso di dichiarazioni mendaci e falsità in atti, ai sensi degli art. 46 e 47 D.P.R. 445/2000 che quanto contenuto nel presente curriculum corrisponde a verità
3. Professione disciplinata ai sensi della L. 4/2013

Trieste, 9/1/2025
In fede
Mira Lenzer Newbould

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