

Nardina Alongi
Terofalstrasse 103, 80689 Munich, Germany
Nardina.alongi@yahoo.de
Court-certified linguist

Professional experience

Mainly self-employed
01.04.2016 - today

Copywriter and translator/hospital & court interpreter

Services:

Copywriting of advertisements and websites, etc.
Translations (German, English, Dutch, Swedish, Norwegian)
Proofreading and editing

Hartmann Schiffahrts GmbH & Co KG, Leer
02.05.2007 until 31.03.2016

Superintendent Accounting

Services:

Wages statement
Implementation of new legal requirements
Financial planning
Support of company audits

Responsibilities:

Superintendent Accounting (responsible for all payroll as well as related staff).

Part-time self-employed
01.03.2006 - 31.03.2016

Copywriter and translator/hospital & court interpreter

Strato AG, Berlin
03.04.2006 - 15.03.2007

Customer Care

Services:

New customer acquisition by telephone
Support of existing customers by phone and email
Processing of customer orders for II level support

Die Neue Südtiroler Tageszeitung GmbH
01.12.2003 - 28.02.2006
Editor

Services:

Editing of the entire daily newspaper

Training

June 2019 until July 2022

Hagen University
**Master's program "Interdisciplinary Distance Learning
Environmental Sciences", grade: Good, 2.3**

December 2005

University of Trento, Italy
**Diploma in "Mediazione linguistica per le Imprese e il Turismo".
(meaning "Interpreter for Industry and Tourism") for English
and French, grade: Good**

June 2001

Friedrich-List-Oberschule, Berlin
High school diploma, grade: 2.4

Stay abroad

September 2001 to February 2006, Italy

After graduating from high school, completion of a so-called **European
Voluntary Year in** a home for asylum seekers in Bolzano, Italy
Afterwards **language studies** at the University of Trento, Italy

Languages

German/English - mother tongue
Dutch – fluent
Norwegian - fluent
Swedish – fluent
Italian- fluent
Spanish - basic knowledge (text comprehension is given)

Additional qualifications

ECDL (European Computer Driving License)
Driving license B (car available)
**Sworn and authorized interpreter and translator for English, French and
Italian**
