



PERSONAL
INFORMATION



Daniela Ana Maria Stinga

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Sex: Female | Date of birth: 25/01/1999 | Nationality: Italian

JOB APPLIED FOR POSITION

Linguistic mediator

STUDIES APPLIED FOR

Linguistic mediator with experience in different social contexts. I am flexible, organised and determined, ready for a full immersion in new contexts. Constantly working and improving my skills.

WORK EXPERIENCE

January 2023 - June 2023

Groups travel intern

Robert Arrigo & Sons Ltd Travel tourism, St Julian's, Malta

- management of touristic groups
- book local services like hotel, transfer & excursions
- correspondence in English, Italian, French & Spanish with foreign travel agencies

July 2019 - September 2022

Photographer assistant

Eterno fotografia, Piano S.Maria, Alcamo, Italy

- Assistance service and role of second camera during events e.g., weddings

July 2015 - September 2019

Waitress, receptionist, and assistant cook

Adamo Bio, Baglio Florio, Alcamo, Italy

- Service of assistance and reception of international customers, table service, food preparation, and multilingual explanation of typical Sicilian dishes.
- Reception and catering sector in a wine estate that provides wine tours, banquets, and cooking classes.

EDUCATION AND TRAINING

Oct. 2018 - October 2022

Bachelor's degree in languages and literatures - intercultural studies

EQF level 6

Università degli studi di Palermo, Viale delle scienze, 12, 90128, Palermo, Italy

- Final degree grade: 110 and honors; significant the studies of English & Spanish language and literature

Sept. 2020 - October 2020

Assistant Professor intern

Istituto comprensivo "Sebastiano Bagolino", Alcamo, Italy.

- Observation and explanation of English language and culture. Activities: grading papers, elaboration, and correction of the tests. Professor's assistant in different classes.

Sept. 2013 - July 2018

High School diploma

Linguistic High School, Vito Fazio Allmayer, Alcamo, Italy

- Final grade: 92/100; significant studies for 5 years: English, Spanish and French language, and literature.
- apprenticeship as **sales assistant**, Adamo Bio, Alcamo, Italy
- apprenticeship as **assistant tourist guide**, Riserva naturale orientata dello Zingaro, Castellammare del Golfo, Italy

PERSONAL SKILLS

Mother tongue Italian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	C1	B2	B2	B2
Spanish	C1	C1	B2	B2	B2
French	B1	B1	A2	A2	A2

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

Communication skills

Empathetic and active listening

- Excellent relational communication skills gained through my studies at the university and my work experience that allowed me to practise the language very often.

Organisational / managerial skills

Time management, problem solving, conflict management and self - assessment.

- Skills acquired during my internships and work during the years.

- Job-related skills**
- Resilience and adaptability:
It was developed during my studies at "Universidad de Burgos", Paseo de los Comendadores, s/n (hospital military), 09001, Burgos, Spain.
 - Active learning:
It was acquired through various cultural and social stimuli which I was exposed to:
I. foreign origin (Romanian)
II. study of different languages and cultures
III. educational experience abroad (in Romania, when I was in primary school, and a period in Spain at Universidad de Burgos) and local companies whose customers are from all around the world.

- Computer skills**
- good command of Microsoft Office™ tools.
 - good skills of travel systems (Zendesk, Travel Kiss)
 - Good at creating contents for social medias e.g., Instagram and Facebook.

- Other skills**
- Emotional intelligence:
It was developed during the volunteering period and self – analysis thanks to the reading of psychologic and neuropsychiatric essays and scientific articles. It was essential to have worked in contact with people in different contexts (school, weddings, private banquets, tourists etc)

- Driving licence**
- Driving licence B (1/08/ 2017- 25/01/2028)

ADDITIONAL INFORMATION

Courses

- Go ahead, PON project, V. Fazio Allmayer school, Via P. Galati, 39, Alcamo, 91011, TPPM050001 (14/06/2014)
- Formazione Generale elearning per Lavoratori e soggetti ad essi equiparati (18/11/2020)
- Pearson EDI Entry 3 Certificate in ESOL International CEF B1 (19/06/2014)

Qualifications

ANNEXES

The undersigned, aware that - pursuant to art. 76 of the Presidential Decree 445/2000 - false statements, falsity of documents and the use of false documents are punished under the criminal code and special laws, declares that the information is truthful.

I authorize the processing of my personal data pursuant to the Legislative Decree 30 June 2003, n. 196 "Personal Data Protection Code"

Date
14/06/2023
Signature

