**MARCO BELCASTRO-BARA**

Via Tiziano - Prato, Italy 59100

+39 366.122.8097 - mbelcastrob@gmail.com - linkedin.com/in/mbelcastrob

QUALIFICATION OVERVIEW

**Professional ProZ member, translating mainly English <> Italian**. Services: Translation, Checking / Editing / Proofreading. I use both Windows and Apple systems on a very fast fiber internet connection.

English C2 PROFICIENT (CEFR mastery proficiency), verified by ProZ.com. Near Native level.

Upwork Eng > Ita translation skills test, scoring 5.00 (1st Place).

I have worked for 19 years in multicultural English speaking environments. I have an advanced proficiency across multiple subject matters, bringing a professional and committed work ethic to the job. I am organized, detail-oriented and self-motivated. I guarantee correct, accurate translations, and a friendly service.

Below are links to my professional background:

My ProZ profile is: https://www.proz.com/profile/2425637

My ProZ Kudoz points (938 total until today) earned helping other translators, are at https://www.proz.com/profile/2425637?popup=kudoz&show\_nav=true

My linkedIn profile is: https://www.linkedin.com/in/mbelcastrob/

To summarize, I have played many different roles in my career. The main ones are:

- Technical and Administrative Employee at the Central Offices of Firefighters in Rome and Florence

- Software Programmer and IT Technician

- Head of the Tuscany Fire Department Data Center.

Accomplished Career Professional with demonstrated expertise in the areas of IT Technology, Operations, and Staff Management within the Government and Hospitality sectors. Results oriented with ability to coordinate multiple projects and teams simultaneously, coupled with the skill to manage staff of all levels and diverse backgrounds.

* Experienced in different disciplines, roles, positions, and functions, resulting in a mix of skills, knowledge and competencies, including **budget** **management**, managing of external **suppliers** and **vendors**, administration
* Project, Development, Evaluation and **Management** of **complex systems**
* Development, Implementation and Control of end-to-end business-oriented processes, including negotiating contracts, writing and implementing **Service Level Agreements**
* Responsible for Service Level Compliance with upper Management.
* Analytical mindset, business and results oriented as well as excellent management skills. Fluency in English
* Technical and creative background, with ability to take ownership and accountability
* 26 years in Information Technology. 5 years IT Management experience. Maintenance and development of software programs / applications based on Windows, MS-DOS and UNIX operating systems. Information Security
* Cross communication with different types of stakeholders to understand their perspective
* Able to translate complex ideas/subjects into simplified terms
* Comparative analysis when working on technologies that different companies use
* Working knowledge of front-end web stack (HTML, CSS, JavaScript), web content management, CMS, XHTML, HTML5, CSS3, jQuery, Bootstrap
* Publisher of a blog written in English. Edited several English books. Proficiency in social media platforms
* Strong organizational planning and executing skills. Efficient, accurate, high attention to details

CAREER HIGHLIGHTS

Planned, standardized, elaborated, and implemented IT budget for 10 Tuscany Firefighters head offices

Implemented / deployed and tested a complex Enterprise Document Management System

Planned, organized, and coordinated the Tuscany Regional Fire Brigade Data Center move to a new site

* Created the social media web identity and branding for Hotel Giardino, Prato

PROFESSIONAL EXPERIENCE

**LinguaVobis**, Prato, Italy 2012 to Present

***Technical Translator, Editor, Writer***

* Technical Translation, Localization, Editing, Proofreading, Summarization, Transcreation, Technical research
* Translated a variety of content from English to Italian and Italian to English some of which include IT manuals, books, web sites.
* Familiar with U.S. American culture

**BDSM Unveiled**™, Prato, Italy 2011 to Present

***Web Publisher***

* Co–Founder of “BDSM Unveiled” Blog
* Digital Marketing. Defined Marketing Strategy and Social Media Branding. Increased organic SEO
* Designed the blog under Google Blogger CMS platform, coding in HTML, CSS, jQuery and Twitter Bootstrap. Programmed user interface, researched and implemented custom platform's application level upgrades and patching

**Hotel Giardino**, Prato, Italy 2010-Present

***Night Manager***

* Managing and supervising hotel operations
* Ensuring guests satisfaction and safety. Customer service
* Working and communicating in an international multi-cultural environment
* Planning and implementing the hotel’s Social Media Strategy / Digital Marketing
* Training new front-end hotel staff. Evaluating new personnel requirements and skills

**National Italian Firefighters**, Rome and Florence, Italy 1984-2010

***Information Technology Manager***

* Management of IT department. IT Governance. Budget, Risk Mitigation, Solutions, and Strategy
* Assessment and implementation of new technology. Data Protection. Security
* Evaluation of infrastructure technology, user’s needs, systems functionality
* Trainer of new technology. Public speaker for upper Management and staff presentations
* Request for Proposals / Procurement / Purchasing / Outsourcing
* Acquired outside contractors. Management of external vendors

CERTIFICATIONS

* **EF Education First**

***Certificate Plus C2 PROFICIENT in English Language, EF SET®*** 2017, Oct.

https://efset.org/cert/oQskdt

* **Rackspace Cloud University (CloudU)**

***Certificate in Cloud Computing*** 2015, Sept.

Certificate ID: 1d3e148f-010f-4cd5-ab7d-815235406a6c

Command of the most important topics in Cloud Computing

https://drive.google.com/file/d/1TY9lhMAqAfi5M5M0Rap3N\_vSdAih7V3T/view

* **Veeam Software Backup Academy**

***Veeam Backup Academy Certified Professional*** 2015, May

Virtualization, Data Protection and Hypervisors (VMware vSphere ESXi / Microsoft Hyper-V)

http://image-store.slidesharecdn.com/b2da314d-eea6-45ff-a060-891245317cb9-large.png

* **Institute of Chartered Telecom Professionals** (http://ictpi.org)

***TCCWP Certified Web Publisher*** 2015, Apr.

License TICCIU ID# TCCWP223624862

Http://image-store.slidesharecdn.com/a3179d6a-77e9-4016-80d0-8d83aab23c73-large.png

* **RankSheet Online Services Pvt. Ltd.**

***HTML, CSS, Blogger, Facebook, Amazon AWS EC2, etc.***2015, Apr.

http://ranksheet.com/Profiles/Marco\_418cd223