

Aimi Cruz y Cruz

Assistant



PERSONAL INFORMATION

📍 Perugia (PG), Italy

🌐 Italian

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✂ Available to be relocated abroad

I am a Modern languages graduate with experience in international environments. My experience is mainly built in Japan, where I worked for the public sector in event management and communications.

I am searching for a career in which I could flow my experience in promotion of cultural and commercial relationships between Japan and EU.

LANGUAGES

- Italian - Native
- English - C1
- Japanese - A2

IT SKILLS

MS Office

- MS Word - advanced
- MS Powerpoint - advanced
- MS Excel - basic

Canva - advanced

Indesign - basic

CAT Tools

- Aegisub - basic
- SDL Trados - basic

Google suite

- Google Analytics - basic

EDUCATION

SPECIALIZATION COURSE IN TOURISM MANAGEMENT

Uninform Group | Rome | February 2021 - ongoing

Subjects: Administration and Financial Management, Marketing, Event management, EMAS and Ecolabel in Tourist Accommodation Services, HACCP.

MASTER'S DEGREE IN MODERN LANGUAGES FOR INTERNATIONAL COMMUNICATION AND COOPERATION

University for foreigners of Perugia | Perugia | 2015-2020

Vote: 110/110 cum laude

Subjects: English business, Japanese language and culture, International marketing, Cultural promotion

Thesis: *The italian way of promotion abroad: the IIC of Tokyo case* (drafted in italian)

Second place for the Graduation prize *Mons. Giuseppe Pittau*

WORK EXPERIENCE

CULTURAL ATTACHÉ ASSISTANT

Italian institute of culture | Tokyo | May - July 2018

Curricular internship at the Italian Cultural Institute, internship program promoted by the Italian Ministry of Foreign Affairs.

- Supporting the staff in the organization of EUNIC meetings, events and international fairs
- Drafting up reports, brochures, contracts
- Translation service ENG-ITA, data-processing information and creation of contents for institutional and internal uses

LIBRARIAN ASSISTANT

Università del Salento | Lecce | November 2013 - July 2014

Curricular internship at the Library of Humanities department

- Supervision and record of the bibliographic material of the English and Japanese book sections
- Help desk activity

OTHER EXPERIENCES

- Public speaking course, University of Shiga Prefecture, Hikone city, Japan, 2017
- Voluntary work for the Nice Conversation Program, University of Shiga Prefecture, Hikone city, Japan, 2017
- Erasmus mundus, University of Shiga Prefecture, Hikone city, Japan, 2017

REFERENCE

Dr. TOJO, Takeshi, e-mail: takeshi.tojo@unistrapg.it