

CURRICULUM VITAE

Clarissa Ann CASSELS

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British and Italian Nationality

Born in Taunton (GB) on September 16th, 1993

PROFILE

- Sociable and outgoing, fast learner, able to adapt fast to multicultural or unfamiliar surroundings. Strong problem-solving and diplomatic skills in very culturally diverse and challenging professional environments.
- Dedicated and motivated to the cause, determined and with strong ethical and environmental values. Emotionally and physically strong and self-controlled.
- Fast immediate translation skills, good communication skills, ability to involve and entertain.
- Personally tidy and organized, able to manage time in an efficient way and accustomed to thinking ahead. Competence in organizing of events and meetings, good promotion and visibility skills. Ambitious and efficient, inventive and resourceful.
- Great team spirit and leadership skills.

WORK EXPERIENCE

Artist Manager for Porazik Peter and Marzena, sculptors of sacred and monumental art in Olcio, IT since July 2017 www.porazikart.com and Patty Cassels

- design and creation of website
- social media marketing and networking
- content writing and curating

Freelance book translator from Italian to English since January 2017 - mostly through the platform www.traduzionelibri.it translated books:

- *In Your Blood* by Marco Lugli
- *Zero Disease* by Angelo Barbato
- *Re-organize your Diet* by Cristian Ortile
- *Italian Women's Erotic Sins* by Annarita Cuomo

Translation and dubbing of the documentary-film "The Wind" into English for the Associazione Giorgio Ripamonti in Mandello| IT 1/18

Interpreter and sales assistant at the Tucson International Gem Show, USA 1/17

Vegan chef at Lucuma, Guadalajara, MX 10/16-11/16

Independent travel blogger since December 2014: once on wordpress, now scattered across:

<https://clarissacassels.wixsite.com/home>

www.blogspot.piglinaround.it

Masseur and artist | Buenos Aires, Uruguay, Brasil 12/15-10/16

Intern and receptionist at Lario Villa Resort | Mandello, Lake Como, IT 08/15 - 10/15

- Intern in support of administration and hosting VIPs
- Technical and Marketing Translations in / from Spanish, French and English
- Organizing events with starred chefs
- Interpretation and mediation of language barriers

B & B Homestay | Rental Bellagio, IT 07/15 - 11/15

- Administration and Communication for rent and hospitality customers through Airbnb and other websites
- Communication, support and hospitality management and maintenance

Intern in the Education section of Development and Cooperation, working on Communication and Visibility at the European Union Delegation to Indonesia, Brunei Darussalam and ASEAN | Jakarta, ID 09/14-12/14

- Drafting the Oversight and Transparency of the Budget of the Government of Indonesia
- Organizing and attending meetings on Education projects between donors, government and operational teams
- Writing monthly newsletters on EU-ASEAN cooperation
- Writing blog articles for EU visibility

Supervisor: Peter Marien | Email: marienpeter@hotmail.com

Maastricht University, Faculty of Arts and Social Sciences | Maastricht, NL 04/13-06/14

Student Representative in the Faculty Council

- Running with the VOX party during elections
- Participating in meetings with the student representatives and the Council
- Running surveys to assess students needs
- Writing proposals and negotiating with staff

Event Organizer and Promoter for Xceed Europe international party organization | Maastricht, NL 11/11-11/13

- Promotion, ticket sales
- Door and bar shifts

English teaching and babysitting | Lignano Sabbiedoro, IT 07/13

VOLUNTEERING

Volunteering travels in Malawi (DIN Malawi, two weeks, [crowdfunding](#)), Zambia ([Tikondane](#), three weeks, IT assistance and marketing), South Africa (Happy Toes permaculture farm and [Bulungula](#), math teaching) 11/17-1/18

Organic farmer on the family land in Olcio, IT

Volunteer Farming in Teopantli Kalpulli, Jalisco, MX spiritual community in 12/17

Volunteer manager at Meadows in the Mountains Festival 2017, BU 7/6-15/6

- Organizing and problem solving
- Assisting and supervising volunteers

Volunteer coordinator at We Festival non-profit| Maastricht, NL 05/13-06/15

- Recruitment, organization and mobilization of the "WEunteers" (70 people approx.)
- Organizing and promoting events, among which the "Anonymous" Fashion Show 2014 and weekly Juggling Sessions
- Door and bar shifts, set-up and decoration support

www.we-festival.org

Mentor volunteer for AFS Intercultural Programs onlus non-profit| Lecco, IT 09/11-06/12

- Preparing students for their exchange year
- Assisting foreign exchange students in their integration
- Organizing and coordinating to activities and meetings

EDUCATION

Seminars and short courses

Thai yoga massage | Ciudad de México, MX 4/17

Basic aromatherapy and fitotherapy| Blen, Guadalajara, MX 10/16

Project life-cycle management| EdX online 10/16

Basic photography course| Guadalajara, MX 11/10/16

Film-making seminar with Jhonny Hendrix| Pereira, CO 9/16

Maastricht University, Faculty of Arts and Social Sciences| Maastricht, NL 06/12-06/15
Bachelor European Studies

- History, Politics, Economics, International Relations, Social Sciences, Law, Policy
- Skill courses: Quantitative and Qualitative Research, Academic Writing, Negotiation and Presentation

ECTS 181.00

Average score: 7.75 / 10

Istituto G.Bertacchi | Lecco, IT

09/07-06/12

Social Sciences Lyceum

Italian secondary school Diploma (esame di Stato, Maturit ) score 85/100

- Social sciences, Italian language and literature, English language, ecology, history, French.

Exchange year at **Liceo Cientifico Cecilio Acosta** | El Vig a, Venezuela

09/10-06/11

LANGUAGE PROFICIENCY

- Italian: mother tongue
- English: "father tongue" and academic
- Spanish: fluent (C2)
- Portuguese: fluent (C1) - French (B1)
- Dutch (A2)
- Arabic (A1)

OTHER SKILLS and ACTIVITIES

- IT: google drive and Microsoft Office programs such as Word, Excel, Powerpoint, Outlook and Publisher. Wix, Wordpress and Blogger design and social media
- Traverse flute musician, since 2004
- Holder of driving licence category B
- Reading, writing, photography, circus arts, cooking, gardening. ukulele jamming, watercoloring
- Swimming, skiing, skating, cycling, yoga, dance, surf

