

Silvia Forni

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[00393246647365](tel:00393246647365)

Executive Assistant/Translator/Journalist

- ❖ 20 years of professional experience in the field of Photography and Film. 10 years of experience as an office assistant and translator.
- ❖ Excellent entrepreneurial skills encompassing personal production, product promotion, time management.
- ❖ Friendly, outgoing personality, self-motivated with dynamic people skills

EDUCATION

- **Cuny University, in collaboration with University La Sapienza, Rome, Italy** - *Journalism Diploma- International Studies, January 2006 - New York, Ny*
- **New York Film Academy** - *Master in Film studies and Photography, January 2004 - New York, Ny*
- **University D.A.M.S (Arts, Film, Music, Photography)** - *Bachelor in Film and Photography, November 2001 - Bologna, Italy*
- **Liceo Linguistico Giovanni Pascoli (Languages high school)** - *Diploma in Languages (English, Spanish, French), June 1995 - Florence, Italy*

EXPERIENCE

- **Studio Mark Productions - 2001-2004, Florence, Italy** - *Commercial Production Company specialized in Children's advertisement - Producer, organizing casting and editing crew, writing questions in accordance with production policies.*
- **La Repubblica Newspaper - 2006-2013, New York, Ny, Florence, Italy** - *Journalist/Writer and Photographer for the Italian newspaper.*
- **Translator for Toni Servillo (La Grande Bellezza) at the Lincoln Center, New York, Ny - 2006**
- **Blueflorentine - 2013-2018, New York, Ny** - *Digital Multimedia Company specialized in Photography and Video - Owner/Photographer/Journalist*
- **Woodstock Film Festival, Woodstock, New York - October 2014 -**

-Stockade Works - Mary Stuart Masterson - Kingston, Ny - August 2018 - March 2019 - Set Photographer

- Executive Assistant for Art Society of Kingston, Kingston - New York, Ny - November 2019 - August 2020

Freelance Translator Italian-English/English-Italian October 2020-Present

ACCOMPLISHMENTS

- **Artist Residency** - Photography - Byrdcliffe, Woodstock, New York - June 2015
- **Journalist Master with La Sapienza University of Rome, Italy 2006**

SKILLS

- *Social Events Reporter, Proficient in Internet, Photoshop CS4, IMovie, Final Cut Pro, Word, Excell. Adobe Creative Suite (Photoshop, InDesign, Illustrator) and Microsoft Office Suite. Strong Organizational and Communication skills, Archiving and editing photos. Versatile and able to adapt within a high-pressured environment. Dedication and drive as a hard-working individual. Strong communication skills. Multiple languages: Italian (mother tongue), English (Perfect), Spanish (very Good) and French (this last language only understanding and reading)*

REFERENCES

Available Upon Request