

## PERSONAL DETAILS

**Elisa Beltrami**

 Via G. Belluzzo 8, 00149 Roma

 3294210515

 elisakro@libero.it

Gender Female | Date of Birth 01/04/1983 | Nationality Italian

## WORK EXPERIENCE

09/2020 - Present

**Teacher**

Corsitalia, Via Val Grana 12, Roma

-Teacher of Italian Language for foreign language learners

**Field of Activity** Cultural Association, School of Italian Language for foreign language learners

01/2016 – 05/2018

**Store Assistant Manager**

Ferramenta Vigna Pia, Viale di Vigna Pia 68, Roma

Assisting the manager in organizing, planning and implementing strategies

**Field of Activity** Hardware and gardening store

06/2015 - 11/2015

**Statistics Professional**

Almaviva Spa, Via di Casal Boccone 188, Roma

-Registration in CATI computer questionnaires of data acquired with reference to Companies and individuals within the scope of statistical and market surveys, aimed at the study and analysis of social/economic phenomena, through the use of the CONVERSO system

**Field of Activity** Professional, Scientific and Technical

04/2006 - 03/2011

**Hardware store's owner**

Megafer di Beltrami Elisa, Via Giovanni Paolo II, Crotone

-Managing the Business, Accounting

**Field of Activity** Hardware and gardening store

09/2005 – 02/2006

**Assistant Manager**

Punto internet, Via Libertà, Crotone

-Assisting the Manager in running a bookmaker

**Field of Activity** Bookmaker and Internet Cafe

## ACADEMIC QUALIFICATIONS

07/2022- Present

**Internship**

Accademia Eraclitea

CELI assistant examiner at the Heraclitean Academy- Accredited research and higher education institution

03/2022

**Post-Graduate Degree**

Università per stranieri "Dante Alighieri" di Reggio Calabria

Post-Graduate Degree in "Socio - Literary, Historical and Geographical Disciplines"  
1500 hours, 60 CFU - Final Grades 108/110

07/2021

**Post-Graduate Degree**

Università per stranieri "Dante Alighieri" di Reggio Calabria

Post-Graduate Degree in "Educational, Psychological and Anthropological Methodologies"  
1500 hours, 60 CFU - Final Grades 108/110

01/2019 - 06/2020

**Internship**

Accademia Eraclitea

300 hours of teaching Italian to foreigners at the Heraclitean Academy- Accredited research and higher education institution

03/2015

**Master's Degree in History of Art**

Università "La Sapienza" di Roma

Final Grades - Summa cum laude

07/2012

**Bachelor's Degree in History of Art**

Università "La Sapienza" di Roma

Final Grades - Summa cum laude

05/2010

**Internship**

Università "La Sapienza" di Roma

Co-operating in setting up an exhibition and tour-guide at Palazzo dell'INPS Roma

2002

**High School Diploma**

Liceo Classico "Pitagora" di Crotona

High School leaving qualification in classical studies

Final Grades 100/100

**CERTIFICATIONS**

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19/02/2022

**IT Certification**

Associazione Mnemosine - M.I.U.R. Accredited Institution  
200 hours - IT Course in "La L.I.M. e la didattica"

21/03/2022

**IT Certification**

Associazione Mnemosine - M.I.U.R. Accredited Institution  
200 hours - IT Course in "Coding: pensiero computazionale e informatica"

23/03/2022

**IT Certification**

Associazione Mnemosine - M.I.U.R. Accredited Institution  
200 hours - IT Course in "Didattica inclusiva ed ambienti di apprendimento informatici innovativi"

30/03/2022

**IT Certification**

Associazione Mnemosine - M.I.U.R. Accredited Institution  
200 hours - IT Course in "Risorse digitali per la didattica e strategie informatiche per lezioni interattive"

KEY SKILLS AND COMPETENCIES

Mother Tongue Italian

Additional languages

	LISTENING	SPEAKING	WRITING
English	BEGINNER	BEGINNER	BEGINNER
A2			

Communication Skills

Ability to interact with people from different cultures and backgrounds.  
Capacity to communicate persuasively and clearly, meeting specific user's requests and needs as a result of the customer relations and sales network activities carried out during the professional experiences mentioned above

Organization Skills

Capacity to undertake work independently and with minimal supervision.

Computer Skills

Good knowledge of Microsoft Office Programs, especially Word and Excel

Data Processing Agreement

I hereby consent to the processing of the personal data that I have provided and declare my agreement with Decreto Legislativo 30 giugno 2003, n. 196 "Codice in materia di protezione dei dati personali".