Latorre Silvia

PERSONAL INFORMATION

Place and date of birth Chieti, 23/09/1982

Nationality Italian

E- mail silvia.latorre@icranet.org

Phone 085 - 23054223 Fax 085 - 4219252



• Date 12/02/2008 - present

Name of employer ICRANet

• Firm or Sector International Center for Relativistic Astrophysics Network

Kind of Employment Administrative employee

 Main Tasks Managing the relationship with suppliers, controlling invoices, calculating reimbursement and rewards for our scientific visitors, preparing orders for the bank, executing and verifying on-line

payments, using ICRANet cost-accounting system.

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• Date 01/12/2006 – 20/01/2008

• Name of employer DelVerde Industrie Alimentari S.p.A.

• Firm or Sector Pasta Factory

• Kind of Employment Trainee

Main Tasks
 Study and analysis of annual financial statements of ten competitor

pasta factories for the financial years from 2002 to 2006, as well as reclassification of balance sheets and profit and loss accounts and calculation of the main income and financial indexes. Analysis of export

strategies of DelVerde and other Italian pasta factories.

EDUCATION

• Date 11/2005 – 12/2007

• Institution Università degli Studi "G. D'Annunzio" Pescara

Main Subjects Marketing, commercial law, innovation management and economics,

business statistics, quality technique and theory

• Achieved Qualification Degree in Economics and Administration of the enterprises. Final thesis

in analysis of balance sheet: "La leva finanziaria e la leva operative nel

settore pastario" (supervisor Prof. Michele A. Rea)

• Mark 110/110 cum laude

• Date 09/2001 – 11/2005

• Institution Università degli Studi "G. D'Annunzio" Pescara

• Main Subjects Financial Mathematics, bank technique, business economics,

accountancy, microeconomics, macroeconomics, private and public law, work law, analysis of balance sheet, business strategy and politics

• Achieved Qualification Business Economics Degree. Final thesis in business strategy and

politics: "Gli strumenti di analisi strategica: l'analisi SWOT" (supervisor

Prof. Michele A. Rea)

• Mark 106/110

Date 09/1996 – 07/2001

• Institution Secondary School focusing on sciences- Liceo Ginnasio Statale "Publio

Virgilio Marone" Vico del Gargano (FG)

• Main Subjects Mathematics analysis, Italian language and literature, Latin language

and literature, Chemistry, Physics

• Achieved Qualification Scientific school-leaving certificate

• Mark 100/100

FOREIGN LANGUAGES

MOTHER-TONGUE ITALIAN

Other Languages English (GOOD) – French (ELEMENTARY)

RELATIONAL ABILITIES Good relational abilities thanks to the past work experience at

DelVerde and to the present experience at ICRANet.

Self-reliant.
Good listener.

Organizing Competences Good organizing abilities acquired handling the big amount of data at

DelVerde and working at ICRANet, where they are essential for

managing the large number of guests, mainly during the meetings.

TECHNICAL Skills Computers competences: Windows. Softwares: Word, Excel, Power

Point.

Very good use of Internet and e-mail accounts.

Good use of cost-accounting system HELPAZI and bank system BNL

Businessway.

Elementary knowledge of HTML e CSS programs for websites.

Knowledge of "TOP VALUE" program for financial diagnosis and

corporate planning.

ARTISTIC Skills Piano classes attended for 8 years. sol-fa Diploma.

Driving Licence Driving licence cat. B

FURTHER INFORMATIONS

I like reading, writing, travelling, going to the cinema, listening music,

playing the piano. I have a determined, dynamic and flexible

personality. I like staying and working with people.