Latorre Silvia

PERSONAL INFORMATION

Name	**SILVIA LATORRE**
Place and date of birth	Chieti, 23/09/1982
Nationality	Italian
E- mail	silvia.latorre@icranet.org
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WORK EXPERIENCES

• 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.

• 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.