

Latorre Silvia



PERSONAL INFORMATION

Place and date of birth Chieti, 23/09/1982
Nationality Italian
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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, meeting our bank referents for particular payment operations, cash holding, 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

<ul style="list-style-type: none"> • Date • Institution • Main Subjects • Achieved Qualification • Mark 	<p>09/1996 – 07/2001</p> <p>Secondary School focusing on sciences- Liceo Ginnasio Statale “Publio Virgilio Marone” Vico del Gargano (FG)</p> <p>Mathematics analysis, Italian language and literature, Latin language and literature, Chemistry, Physics</p> <p>Scientific school-leaving certificate</p> <p>100/100</p>
FOREIGN LANGUAGES	ITALIAN
MOTHER-TONGUE	
OTHER LANGUAGES	ENGLISH (GOOD) – FRENCH (ELEMENTARY)
RELATIONAL ABILITIES	<p>Good relational abilities thanks to the past work experience at DelVerde and to the present experience at ICRANet.</p> <p>Self-reliant.</p> <p>Good listener.</p>
ORGANIZING COMPETENCES	<p>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.</p>
TECHNICAL SKILLS	<p>Computers competences: Windows. Softwares: Word, Excel, Power Point.</p> <p>Very good use of Internet and e-mail accounts.</p> <p>Good use of cost-accounting system HELPAZI and bank system BNL Businessway.</p> <p>Elementary knowledge of HTML e CSS programs for websites. Knowledge of “TOP VALUE” program for financial diagnosis and corporate planning.</p>
ARTISTIC SKILLS	Piano classes attended for 8 years. sol-fa Diploma.
DRIVING LICENCE	Driving licence cat. B
FURTHER INFORMATION	<p>I like reading, writing, travelling, going to the cinema, listening music, playing the piano. I have a determined, dynamic and flexible personality.</p> <p>I like staying and working with people.</p>