



## Denise Dolso

### WORK EXPERIENCE

#### English Spanish Portuguese and Italian Teacher

*Lingolearn* [ 04/2019 - Current ]

City: Remote

Country: Israel

#### Operations and Educational Program Coordinator

*Saffron Ventures* [ 01/05/2023 - Current ]

City: WASHINGTON (USA), LONDON (GB), GENOA (IT)

Country: United States

#### LEX & ATLANTIS FELLOWSHIP PROGRAM:

- Planning extra activities and events (bi-weekly group dinners, weekly out-of-town excursions) from budgeting, transport, negotiation with suppliers, and customer satisfaction.
- Financial Management (handle the assigned projects' payments, timesheet and expense reporting).
- Logistics Capacity Management.
- Building relationships with key accounts (restaurant chains, corporate partners, key suppliers).
- Maintain flow of coordination and logistics with USA and Global Programs Team.

#### Italian Localizator

*Twill* [ 07/2020 - Current ]

City: Remote

Country: United States

#### Lecturer

*University of Genoa- UNITE (UNIVERSITA' DELLA TERZA ETA')* [ 10/2022 - 06/2023 ]

City: Genova

Country: Italy

#### Adjunct professor for the following subjects:

- English for Beginners (A1-A2)
- Intermediate English (B1-B2)

#### Project manager

*Doctors in Italy* [ 09/2022 - 05/2023 ]

Country: Italy

- Event Manager: Planning and arranging blood drives with non-profit organizations for the healthcare sector and the international community in new target countries: Lisbon, Barcelona, Madrid, Paris & Berlin
- Launching the product in new markets (France, Portugal, Spain, German)
- Doctor supply acquisition
- Doctors engagement
- Efficiency improvement

Genova 2/9/2023

Autorizzo il trattamento dei miei dati personali ai sensi del Decreto Legislativo 30 giugno 2003, n. 196 e del GDPR (Regolamento UE 2016/679).

**Project manager****Doctors In Italy** [ 04/2022 - 01/09/2022 ]

City: Genoa

Country: Italy

Onsite Project Manager for the Doctors in Italy Fellowship program in Genoa.

- Financial Management (handle payments, timesheet, and expense reporting of the assigned projects).
- Team Performance Management of 120 US pre-med fellows.
- Logistics Capacity Management.
- Working collaboratively with clinical leaders across the Galliera Hospital to identify learning activities.
- Performance analysis reports.
- Building relationships with key accounts.
- Maintain the flow of coordination and logistics with the USA and Global Programs Team.

**Public Relations and Translator****Acento Comunicación** [ 01/2020 - 07/2020 ]

City: Granada

Country: Spain

**Teaching and Researching Assistant****Universidade de Coimbra** [ 01/2018 - 08/2019 ]

City: Coimbra

Country: Portugal

**External Relation****Camera di Commercio Italiana in Portogallo** [ 08/2018 - 01/2019 ]

City: Lisbon

Country: Italy

**Italian Teacher to Asylum Seekers****Comunità di Sant'Egidio** [ 10/2016 - 08/2017 ]

City: Pavia

Country: Italy

Volunteer

**Freshman Tutor****Università di Genova** [ 2015 - 2016 ]

City: Genova

Country: Italy

**EDUCATION AND TRAINING**

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**Laurea Magistrale in World Politics and International Relations****Università di Pavia** [ 2016 - 2019 ]

Final grade: First Class Honour

**Laurea Triennale in Scienze Internazionali & Diplomatiche****Università di Genova** [ 2012 - 2016 ]**LANGUAGE SKILLS**

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Mother tongue(s): **Italian**

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**Other language(s):**

**English**

LISTENING C2 READING C2 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

**Spanish**

LISTENING C2 READING C1 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

**Portuguese**

LISTENING C2 READING C1 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

**DIGITAL SKILLS**

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Social Media / Piattaforme e-learning (Moodle, ecc.) / Google Drive / Google Docs / Microsoft Word / LinkedIn / Microsoft Powerpoint / Zoom / Outlook / Microsoft Excel / Microsoft office/ Office 365 / Google Suite (Doc, Slides, Form, Sheet, Drive) / Video Conferencing (Zoom, Teams, Skype, Webex) - Advanced

Gendola, 2/9/2023

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