

# Tornetta Sofia



## DIGITAL TRAINING SPECIALIST at VOLKSWAGEN GROUP ITALIA

### CONTACTS

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in Sofia Tornetta

📍 Varese, IT

### LANGUAGE SKILLS

**Italian:** Mother tongue

**French:** C2

**English:** C1 (Toefl iBT certificate)

**German:** C1

### KEY SKILLS

- **Web development:** HTML and CSS.
- **Microsoft Office:** Word, Excel, PowerPoint.
- **Social Media management:** communication strategies, KPI analysis, content creation.

### CERTIFICATIONS

- **“How to present in front of the camera”:** Volkswagen Academy (2024)
- **“Digital Skills Development”:** University of Verona (2021)
- **“Public Speaking”:** University of Verona (2021)

### WORKING EXPERIENCE

From 03/07/2023  
in progress  
Verona (VR)

#### VOLKSWAGEN GROUP ITALIA

##### Digital Training Specialist

**Tasks:** digital training management, management of the corporate LMS, localisation and translation of contents for the Italian market, technical support during live webinars.

From 20/02/2023  
to 03/07/2023  
Verona (VR)

#### VOLKSWAGEN GROUP ITALIA

##### Internship – Training management

**Tasks:** design and structuring of traditional and digital training courses. Monitoring of individual courses, participation in analysis sessions and briefings.

From 08/01/2018  
to 27/07/2018  
Vergiate (VA)

#### GIRASOLE S.R.L.

##### Internship – Marketing officer

**Tasks:** writing newspaper articles, corporate marketing activities, promoting the company's initiatives and mission.

### ACADEMIC BACKGROUND

#### MASTER IN FRENCH STUDIES

a.y. 2023 – *in progress*

Ca' Foscari University, Venice

**Relevant activities:** Francophone language and culture: literature, anthropology, linguistics, fundamentals of cinema and theatre. Redaction of academic papers about french literature.

#### INTERNATIONAL PROGRAM AT THE UNIVERSITY OF GENEVA

a.y. 2022/2023

Université de Genève, Suisse

**Relevant activities:** French language courses, during which I carried out a film text analysis project. Redaction of an Anthropology paper entitled « *La langue des hommes, la langue des bêtes* ».

#### BACHELOR IN FOREIGN LANGUAGES AND LITERATURES

a.y. 2018/2019 - a.y. 2020/2021

University of Verona, Verona

**Relevant exams:** three consecutive years of german and french languages (grammar, vocabulary, syntax), French literature, German literature, History of philosophy, Aesthetics, History of cinema.