

Fabrizio Reguzzi

📍 44 Dante Alighieri road, 24060 Bolgare (Italy)
☎️ 3892958220 📩 fabriregu@gmail.com

Bolgare, 10 February 2018

Dear Sir/Madam,

I would like to bring to your kind waring my interest to a possible engagement in Your company.

I have a particular interest in the financial area, in the developing and in the informatic area. As you can see in the CV what I am attaching, I am in secondary school, I speak French well enough English, and I am native speakers of Italian. I am a social boy, energetic, ready and desirable to learn. I am also available to attend any training courses. That is why I hope you'll want to consider my application.

Thank you for the waring. Yours sincerely.

Fabrizio Reguzzi

PERSONAL INFORMATION



Fabrizio Reguzzi

 44 Dante Alighieri road, 24060 Bolgare (Italy)

 3892958220

 fabriregu@gmail.com

Sex Male | **Date of birth** 22/02/2000 | **Nationality** Italian

WORK EXPERIENCE

22/08/2016–03/09/2016

Internships

Eurotrasporti Soc. COOP. per azioni a proprietà indivisa

Bagnatica (BG) Italy

- Active and passive invoicing on computer for italians and foreign costumers

- Emails management

16/06/2017–12/07/2017

St. Luke Hospital

Entitlement office, st. Luke's Hospital, Telghet Gwardamangia, Tal-Pieta, Tal-Pieta (Malta)

-I achieved a hands on experience at working in a stressful environment without supervision once instructed how to perform.

-working with efficiency and accountability

-ability to interact with other office mates according the necessary action.

-very skillful in IT techniques.

-I gained a good knowledge of office procedure and to communicate with other foreign students and colleagues.

-I proved well how to perform my duties responsibility and to high expactations

29/01/2017–09/02/2017

Legal Office Prof. Lawyer Mariacarla Giorgetti

2/B Clara Maffei road, 24126 Bergamo (Italia)

www.profgiorgetti.it

-design and development of a database that was managing the legal disputes and the relative invoices

-detailed study of the alternative conclusion of a dispute: extrajudical, judicial and A.D.R. (alternative dispute resolution)

-analysis of the italian jurisdiction and his subdivision in ordinary, extraordinary and bases of civil laws right.

-explaination of the contractsn born from bonds

-study of the CAD (Digital Administration Code) selection of some articles over the right to the technology, digital residence, certificate electronic signature, pec (certificate electronic email),

-elaboration in digital form of the invoice for payments by ordinary post, recommended post and by public official

-explanation of cyberbullying and bulling crime. Diffrences beetwen them and resolutions.

-legal source of the work right comparised with the european models and active politics of searching employment expected by Jobs Act

-study of GDPR (european guidelines of privacy) and of NIS (european directive of internet security). Basics of IOT (Internet of Things) and privacy by design and default, cybersecurity, Big Data. Analysis of the Google Spain Case.

EDUCATION AND TRAINING

09/2013–Present

B.Belotti Technic and Economic institute
5 Azzano Road, 24126 Bergamo (Italy)
www.istitutobelotti.gov.it

-Italian
-Math
-Informatic Technology
-Business Economy
-Politics Economy
-Laws
-English
-History

04/07/2016–07/07/2016

Am language studio, Sliema (Malta)
www.maxlanguages.com/am-language-studio-malta

-30 hours per week course focus on spoken english
-Group work with European guys to develop spoken and written english skills

PERSONAL SKILLS

Mother tongue(s)

Italian

Other language(s)

English

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	B1
Ket certificate					

Related document(s): StatementOfResult.pdf

French

B1	B1	B1	B1	B1
Delf b1 certificate in french				

Related document(s): delf.jpg

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
[Common European Framework of Reference for Languages](http://ec.europa.eu/dgs/translation/eu_languages_en.htm)

Job-related skills

Predisposition at groups work. To work for an objective. Good organise ability. Enthusiasm, initiative and dynamism they brought me to go forward in the work and also in the study. I try to do and ask me to reach the goals. I am qualified to adaptable me in new environments and work situations.

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Independent user	Proficient user

Digital skills - Self-assessment grid

- Good knowing of the Office pack (Word, Excel, Power Point, Publisher, Access) internet, email, and other apps such as Apple pack (Pages, Numbers, Keynote) and other applications to facilitate the work, create videos, mind maps, presentations, to communicate with other people and for programming applications (Visual Basic, MIT App Inventor, Brackets).

- Good knowing of html, css, javascript, php and sql language.

ADDITIONAL INFORMATION

I am a volleyball talent. I play in "Vero Volley" team, the young sector of "serie A". I love to travel especially in Europe and in Italy but also elsewhere if needed. I hope to take the university doctorate in financial economy or also in informatics by specialise me in developing apps.

ANNEXES

- delf.jpg
- StatementOfResult.pdf
- Certificato di partecipazione.jpg
- Certificato di partecipazione .jpg
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delf.jpg DIPLÔME D'ÉTUDES EN LANGUE FRANÇAISE
DIPLÔME APPROFONDI DE LANGUE FRANÇAISE

le 30 novembre 2016

RELEVÉ DE RÉSULTATS À UNE SESSION

REGUZZI FABRIZIO

né le 22/02/2000 à BERGAMO (BG) (ITALIE)

nationalité : ITALIENNE

adresse : Via Dante,44, 24060 Bolgare (BG)

numéro de candidat : 039002-059119

Veuillez trouver ci-dessous le relevé des résultats que vous avez obtenus aux examens du DELF et du DALF, lors de la session et dans le centre d'examen mentionnés :

session : 2016-11-S

centre : Milan (ITALIE)

Examen	Note finale /100	Décision	Détail des notes aux différentes épreuves			
B1	68,50	admis	CO /25	CE /25	PE /25	PO /25
			12,00	21,50	16,50	18,50

Important:

- * Est déclaré admis à un examen tout candidat ayant obtenu un minimum de 50/100 à l'ensemble des épreuves et un minimum de 5/25 à chacune des différentes épreuves (10/50 pour l'examen C2). Toute note inférieure à 5/25 (ou 10/50 pour l'examen C2) est éliminatoire.
- * Le numéro d'identification DELF-DALF que vous avez reçu lors de votre première inscription est un numéro définitif. Vous devez le conserver et le présenter si vous vous inscrivez à nouveau aux examens, dans le même centre ou dans un centre différent.

StatementOfResult.pdf

Statement of Results

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

Session
May (S2) 2013

Reference No.
135IT0101466

Candidate Name
FABRIZIO REGUZZI

To be quoted on all correspondence

Place of Entry
MILANO

Qualification

KEY ENGLISH TEST

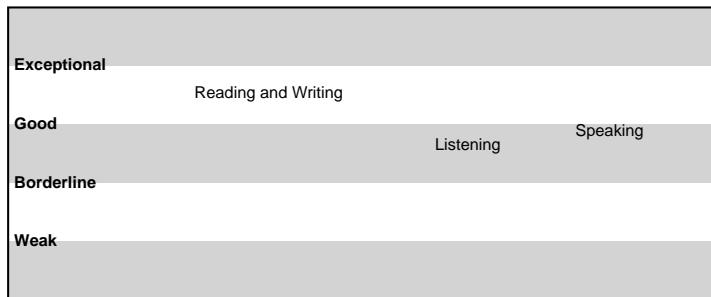
Score

83/100

Result

Pass

Candidate Profile



The **Key English Test (KET)** is a general proficiency examination at Level A2 in the Council of Europe's Common European Framework of Reference. It is at Entry Level 2 in the UK National Qualifications Framework (NQF).

CEFR Level	NQF Level	Examination
C2	3	Certificate of Proficiency in English (CPE)
C1	2	Certificate in Advanced English (CAE)
B2	1	First Certificate in English (FCE)
B1	Entry 3	Preliminary English Test (PET)
A2	Entry 2	Key English Test (KET)
A1	Entry 1	

Results	Score
Pass with Distinction	90 to 100
Pass with Merit	85 to 89
Pass	70 to 84
Level A1	45 to 69
Fail	0 to 44
Other	
X – the candidate was absent from part of the examination	
Z – the candidate was absent from all parts of the examination	
Pending – a result cannot be issued at present, but will follow in due course	
Withheld – the candidate should contact their centre for information	

Interpretation of results

Pass covers the range of ability from a borderline pass to good achievement at the level. **Pass with Merit** indicates the range of good achievement up to **Pass with Distinction**, which demonstrates an ability at Council of Europe Level B1. **Level A1** covers the range of ability between weak and borderline.

The total number of marks available in the examination is 100. Marks are converted to a standardised score.

- X – the candidate was absent from part of the examination
- Z – the candidate was absent from all parts of the examination
- Pending** – a result cannot be issued at present, but will follow in due course
- Withheld** – the candidate should contact their centre for information

THIS IS NOT A CERTIFICATE

Cambridge ESOL reserves the right to amend the information given before the issue of certificates to successful candidates.



UNIVERSITY of CAMBRIDGE
ESOL Examinations

14/01/2017

Certificato di partecipazione.jpg ↗

Anno scolastico 2014-2015

Bergamo, maggio 2015



Attestato di Frequenza

Si attesta che **Fabrizio Reguzzi** ha frequentato

il corso madrelingua di INGLESE della durata di 12 ore

tenuto presso l'Istituto Tecnico Commerciale Bortolo Belotti

Presidente
A. M. Bortolo Belotti
H.C. Bortolo Belotti

Il Dirigente Scolastico
H.C. Bortolo Belotti

Il Docente
di Madrelingua
H.C. Bortolo Belotti

La Responsabile del
Gruppo lingue/Stage
Associazione Genitori
H.C. Bortolo Belotti



Certificato di partecipazione. .jpg



1.pdf 



 Europass Mobilità

1 COGNOME(I) *	2 NOME(I) *	3 INDIRIZZO
REGUZZI	FABRIZIO	Via Dante ,44 24060-Bolgare (Bg)
4 DATA DI NASCITA*	5 CITTADINANZA*	6 DATA DI RILASCIО *
22 02 2000	ITALIANA	08/11/2017
gg mm aaaa		gg mm aaaa

Organizzazione che rilascia l'Europass Mobilità

6 NOME DELL'ORGANIZZAZIONE *	7 NUMERO DEL DOCUMENTO *
ITC B. BELOTTI- BERGAMO	IT/00/2017/0580/70

Partner del paese d'origine

9 NOME, TIPOLOGIA DI ORGANISMO E INDIRIZZO *	10 TIMBRO E/O FIRMA*
PRESOLANA HOLIDAYS BY COORALTUR Via Donizetti,15 24020- Castione della Presolana (Bg)	 Cooraltur Soc. Coop. Via Donizetti, 15 - 24020 Castione d.Presolana (BG) Tel.0346 31146 Fax 0346 30300 Partita IVA 00844730166 Iscr.Reg. Imp. di Bergamo 00844730166 Iscr.R.E.A. di Bergamo N. 177248
11 COGNOME(I) E NOME(I) DELLA PERSONA DI RIFERIMENTO/TUTOR *	12 TELEFONO
CRIPPA VIVIANA	035/313035
13 TITOLO/FUNZIONE	14 E-MAIL
Docente di ruolo	vivianacri65@gmail.com

Partner nel paese ospitante

15 NOME, TIPOLOGIA DI ORGANISMO E INDIRIZZO *	16 TIMBRO E/O FIRMA*
St Lukes Hospital, MEH Department of Health, Pieta	 Ms Michelle Galea MBA (Leicester) PQD Nurs. of Mid. Eng. SMSN Director Health Care Funding +35625952419
17 COGNOME(I) E NOME(I) DELLA PERSONA DI RIFERIMENTO/TUTOR *	18 TELEFONO
Michelle Galea	+35625952419
19 TITOLO/FUNZIONE	20 E-MAIL
	Michelle.galea@gov.mt

* Le voci contraddistinte da un asterisco devono essere compilate obbligatoriamente.

Europass Mobilità è un documento europeo standard: regista dettagliatamente contenuto e risultati, espressi in termini di competenze o di titoli accademici, ottenuti da una persona – a prescindere da età, livello di studio o situazione professionale – in un periodo trascorso in un altro paese europeo (UE, EFTA/SEE o paesi candidati) a fini di studio e/o di lavoro.

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 Europass Mobilità

Descrizione del percorso Europass Mobilità

21 OBIETTIVO DEL PERCORSO EUROPASS MOBILITÀ *
Acquisire/Sviluppare tramite l'esperienza lavorativa all'estero, le competenze tecnico -professionali, linguistiche, relazionali e di lavoro in team, in linea con gli obiettivi del progetto ASLI 2017

22 INIZIATIVE NELL'AMBITO DEL QUALE SI SVOLGE IL PERCORSO EUROPASS MOBILITÀ
Programma di Alternanza Scuola Lavoro Internazionale

23 QUALIFICA (ATTESTATO, DIPLOMA O TITOLO) CUI PORTA IL TIPO D'ISTRUZIONE/FORMAZIONE
Sostituire con testo

24 PROGRAMMA COMUNITARIO O DI MOBILITÀ INTERESSATO
Progetto di tirocinio lavorativo internazionale ASLI 2017

DURATA DEL PERCORSO EUROPASS MOBILITÀ

25 DA * 16 | 06 | 2017 26 A * 12 | 07 | 2017
 99 mm aaaa 99 mm aaaa

Competenze acquisite durante il percorso Europass Mobilità (in lingua di stage)

27A ATTIVITÀ/COMPITI SVOLTI *
Handling paperwork and filing;
Entering data into applications;
Answering telephone calls and email correspondence;
Other related administrative duties.

28A COMPETENZE PROFESSIONALI
Demonstrated an awareness of fundamental business principles as well as an understanding of the overall industry in which the business operates.
Demonstrated flexibility in the face of change.
Determined the appropriate allocation of time.
Promptly responded to requests with accuracy and a courteous manner.
Swiftly referred problems/issues to the appropriate person/s when necessary.
Worked effectively without constant and direct supervision or guidance.

29A COMPETENZE LINGUISTICHE (al di fuori di quelle "Competenze professionali")
Improved English language, vocabulary, knowledge and communication abilities – both technical and daily English

30A COMPETENZE DIGITALI (al di fuori di quelle "Competenze professionali")
Microsoft Office Skills

31A COMPETENZE ORGANIZZATIVE E GESTIONALI (al di fuori di quelle "Competenze professionali")
Accuracy in thinking and timing.
Develops plans to accomplish work operations and objectives.
Arranges and assigns work for the efficient use of resources.
Work planning and management.
Self-evaluation.
Responsibility for the results.

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 Europass Mobilità

Confidence in handling new tasks.

32A COMPETENZE COMUNICATIVE (al di fuori di quelle "Competenze professionali")

Learn to adapt to new working/social areas, also to learn how to navigate in the local language and the local context.
Experience new working methods and adapt to them by learning how to establish good relations to working colleagues and supervisors in an external environment.
Be able to collaborate with colleagues to establish common business objectives.
Be willing to accept the duties and work assigned in a positive way.
Accept suggestions and criticism as stimulus for professional growth.
Ability to gain skills through upgrading.
Work in team.
Support of collaborative relationships.

33A ALTRE COMPETENZE

Motivation growth.
Decision making.

34A DATA *

99 mm aaaa

35A FIRMA DELLA PERSONA DI RIFERIMENTO/TUTOR*

Ms Michelle Galea
MBA (Leicester) PQD Nurs. MSc CDEU. SMTSN
Director Health Care Funding

36A FIRMA DEL TITOLARE*



Le voci contraddistinte da un asterisco devono essere compilate obbligatoriamente.

Competenze acquisite durante il percorso Europass Mobilità (traduzione in lingua italiana)

27A ATTIVITÀ/COMPITI SVOLTI *

Handling paperwork and filing;
Entering data into applications;
Answering telephone calls and email correspondence;
Other related administrative duties.

28A COMPETENZE PROFESSIONALI

Demonstrated an awareness of fundamental business principles as well as an understanding of the overall industry in which the business operates.
Demonstrated flexibility in the face of change.
Determined the appropriate allocation of time.
Promptly responded to requests with accuracy and a courteous manner.
Swiftly referred problems/issues to the appropriate person/s when necessary.
Worked effectively without constant and direct supervision or guidance.

29A COMPETENZE LINGUISTICHE (al di fuori di quelle "Competenze professionali")

Improved English language, vocabulary, knowledge and communication abilities – both technical and daily English

30A COMPETENZE DIGITALI (al di fuori di quelle "Competenze professionali")

Microsoft Office Skills

31A COMPETENZE ORGANIZZATIVE E GESTIONALI (al di fuori di quelle "Competenze professionali")

Accuracy in thinking and timing.
Develops plans to accomplish work operations and objectives.
Arranges and assigns work for the efficient use of resources.
Work planning and management.

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 Europass Mobilità

Self-evaluation.
Responsibility for the results.
Confidence in handling new tasks.

32A COMPETENZE COMUNICATIVE (al di fuori di quelle "Competenze professionali")

Learn to adapt to new working/social areas, also to learn how to navigate in the local language and the local context.
Experience new working methods and adapt to them by learning how to establish good relations to working colleagues and supervisors in an external environment.
Be able to collaborate with colleagues to establish common business objectives.
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Accept suggestions and criticism as stimulus for professional growth.
Ability to gain skills through upgrading.
Work in team.
Support of collaborative relationships.

33A ALTRE COMPETENZE

Motivation growth.
Decision making.

34A DATA *

gg mm aaaa

35A FIRMA DELLA PERSONA DI RIFERIMENTO/TUTTORE

Ms Michelle Calea
MBA (Leicester University) MSc. Mid. Educ. SM. SN
Director Health Care Funding

36A FIRMA DEL TITOLARE*



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