




## Chiarra Gianina Fernandes

**Date of birth:** 01/09/1994

**Nationality:** Indian


**Gender:** Female

### CONTACT

 00185 Roma , Italy (**Home**)

 [chiarra316@gmail.com](mailto:chiarra316@gmail.com)

 [chiarragianina.fernandes@students.uniroma2.eu](mailto:chiarragianina.fernandes@students.uniroma2.eu)

 (+39) 3517563131

### WORK EXPERIENCE

**12/2022 – CURRENT** Rome, Italy

**Administrative Assistant** Uni-Italia, Head office, Italian Ministry of Foreign Affairs and international cooperation

1. Providing assistance and guidance to international students willing to apply to Italian universities via emails and social media

**19/11/2019 – CURRENT** Mumbai, India

**Marketing and promotion manager** Uni-Italia Centre, Italian Consulate in Mumbai

1. Liaise with the director and other employees to understand promotion goals
2. Develop promotions including deals to encourage target consumers
3. Organise and strategise to ensure promotions reach consumers in a timely manner
4. Provide outstanding customer service to clients
5. Manage a staff of Client Services Representatives

**01/04/2017 – 01/11/2019** Mumbai, India

**Video editor** Defin8 Consultancy / The JPEG factory

1. Manipulating and editing film pieces in a way that is invisible to the audience
2. Taking a brief to grasp production team's needs and specifications
3. Reviewing shooting script and raw material to create a shot decision list based on scenes' value and contribution to continuity
4. Create and maintain a client communication platform
5. Ideate based on client requirements

**01/06/2016 – 30/06/2016** Mumbai, India

**Production Intern** CNN-IBN News 18

**01/04/2016 – 04/2016** Mumbai, India

**Editorial Intern** ET Panache (Times of India)

**01/01/2016 – 30/03/2016** Mumbai, India

**Content management Intern** MTV India Pvt. Ltd

### EDUCATION AND TRAINING

**09/2022 – CURRENT** Roma

**Laurea Magistrale in Art History** Tor Vergata, University of Rome

**Address** Roma | **Website** <http://arthistoryrome.uniroma2.it/>

**06/2015 – 06/2019** Mumbai, India

**Masters of Arts in English** University of Mumbai (Institute of Distance and Open Learning)

**Address** Mumbai, India | **Website** <https://mu.ac.in/distance-open-learning>

**08/2015 – 05/2016** Mumbai, India

**Post Graduate Diploma in Journalism** St Pauls Institute of Communication Education

**Address** Mumbai, India | **Website** <https://www.stpaulsice.com> | **Field of study** Social sciences, journalism and information

06/2012 – 03/2015 Mumbai, India

**Bachelor of Arts in English and History** St Xaviers College, Autonomous

Address Mumbai, India | Website <https://xaviers.edu/main/>

09/2010 – 02/2012 Mumbai, India

**Higher Secondary School Certificate** St Xaviers College, Maharashtra State Boards

Address Mumbai, India | Website <https://www.mahahsscboard.in>

04/09/2016 – 23/07/2017 Florence, Italy

**School of Formation for Youth (Scuole gen)** International Centre of the Focolare Movement

Address Florence, Italy | Website <https://www.loppiano.it/scuole-di-formazione/>

## LANGUAGE SKILLS

**MOTHER TONGUE(S):** English

**Other language(s):**

Hindi

**Listening**  
B2

**Reading**  
B1

**Spoken production**  
B1

**Spoken interaction**  
B1

**Writing**  
B2

Italian

**Listening**  
B1

**Reading**  
B1

**Spoken production**  
B1

**Spoken interaction**  
B1

**Writing**  
B1

## ADDITIONAL INFORMATION

**Social and political activities**

08/2011 – 08/2014 St Xaviers College Autonomous Mumbai

**Organiser / Volunteer (College fest)**

Link <https://www.malharfest.org>

04/2014 – 04/2016 St Michaels Church Mumbai

**Parish Youth Council**

Link <https://www.stmichaelsmahim.com/youth-council>