

Manola Polonio

(ms.)

Personal Data

- Date of Birth: 30th January 1965
- Place of Birth: Somma Lombardo (Varese), Italy
- Resident Address:
Via Fabio Filzi 34, 35035 Mestrino (Padova), Italy
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Education

- 1996, Bachelor's Degree in Oriental Languages & Literatures (Japanese) Università Ca' Foscari, Venezia (Italy).
- 1984, British High School Diploma (University of London Syllabus), Hong Kong, King George V School. Including: G.C.E. (General Certificate of Education) 'O' Level: English Language, Italian Language, Latin, History, Geography, Mathematics, Biology and Art. 'A' Level: Italian Language, Biology and Art. C.S.E. (Certificate of Secondary Education): German Language. Pitman Intermediate Typewriting Certificate.

Career

- RITMO S.R.L., Bresseo di Teolo, Padova, Italy.
Export Sales Manager (November 1996 - July 1999).
- REX INDUSTRIES CO. LTD., Osaka, Japan.
Export Sales Manager (Overseas Sales Dept.)
(August 1999 – May 2004).

Export Sales Manager (Overseas Sales Dept.)
(October 2015 – July 2017)

Executive Assistant (Affiliated Companies Control Div.)
(August 2017 – May 2018)
- REX INDUSTRIES EUROPE S.R.L, Italy.
Managing Director (June 2004 - July 2018)

Volunteer Experiences

- 1983 Hong Kong, Voluntary at Jubilee Transit Centre for Vietnamese Children Refugees in Shamshuipo.
- 1985 Shanghai, Part-time English Teacher (Summer) Japanese Kindergarden.
- 1996 Padova (Italy), Educator for Comune di Padova for Children Summer Activitites Program.

Skills

- Languages: English, Italian, Japanese.
- IT: MS-Office, AS/400 (Japanese)
- Martial Arts: Tai Chi Chuan (Wudang Fu Style)

Professional Outline & Accomplishments

Over 20 years multi-tasking work experiences both in Italy and Japan, extending from new business development, logistics, sales management, marketing, customer service and administration.

The creative drive from my educational background of studies in philosophy, art and literature has surprisingly brought me to explore the business world of machine and tool manufacturing, office work and company management. Life has lead me to travel around the world and live in five countries (Italy, Canada, China, Hong Kong, Japan), thereby offering me precious opportunities to experience different cultural environments.

I have become a dynamic and adaptable manager, a team player with entrepreneurial spirit, having great attention to detail combined with communication skills at all levels within an organisation.

It is compulsory for me to have passion and utmost care for whatever I do: always highly motivated by new challenges that aim to give a valuable contribution to society.

(references available on request)