

PERSONAL INFORMATION **MANLIO ILLUMI**

WORK EXPERIENCE

MARCH 2008 – TODAY

Area Manager Furniture Design & Building sectors**PROMOS – Special Agency of the Milan Chamber of Commerce for International Activities**1, Via Meravigli, 9 20123 - Milan, Italy www.promos-milano.it

- Planning and control of the international activities for SME (Small Medium Enterprise)
- Organization of Italian Pavilion in the occasion of foreign trade fairs in Construction and Furniture sectors worldwide – Budgeting and strategic planning
- Planning and management of trade mission for SME worldwide
- Management of agreements between Italian and foreign Trade Associations and Institutions
- Management of key customers and creation of personalized projects addressed to international activities
- Business oriented approach to new markets and marketing strategies
- Internationalisation consultancy for SME for furniture, construction, automotive electricity production and oil & gas related companies
- Management of foreign delegations incoming for btob meetings with Italian counterparts
- Planning of co - marketing activities with portal and magazines
- Customer satisfaction
- Search of new customers

Business or sector Commerce - Services

NOVEMBER 1995 – MARCH 2008

Marketing Manager – International Activities Manager**C.E.M.B – CONSORZIO EXPORT MONZA E BRIANZA**

Via Damiano Chiesa, 3 – 20090 MONZA

- Marketing manager for C.E.M.B: management and implementation of the full-year international activity program
- Management of the entire portfolio activities for the associated companies (240) based in Lombardy Region, mostly in Brianza area
- Full organisation of collective stands worldwide for energy, automotive and furniture fittings associated companies
- Full management (planning, budgeting and implementation) of trade economic missions worldwide
- Steady support to the office network abroad : Iran, Serbia, Romania, Moldova, Bulgaria
- Planning and Control of the marketing plan
- Organization and Implementation of customer relationship
- Company Communication
- Implementation of new customers
- Average abroad annual trip days : 150, worldwide.

Business or sector Commerce - Services

EDUCATION AND TRAINING

SEPTEMBER 1992 – MARCH 1994

Degree in modern languages, Specialization in Sociology and Public Relation – UNIVERSITY I.U.L.M. - MILAN

- Modern languages: English, German
- Final vote 108/110
- 13 examinations passed (remaining)

SEPTEMBER 1988 – JUNE 1992

Degree in SCUOLA SUPERIORE INTERPRETI E TRADUTTORI, via Silvio Pellico, 7 Milano

- 33 examinations passed , 6 held in Italian

SEPTEMBER 1983 – JUNE 1988

Modern languages school leaving certificate – I.T.S.O.S -

Final vote: 55/60 . Language spoken : English + German

PERSONAL SKILLS

MOTHER TONGUE(S)

Italian

OTHER LANGUAGE(S)

	UNDERSTANDING		SPEAKING		WRITING
	LISTENING	READING	SPOKEN INTERACTION	SPOKEN PRODUCTION	
English	C2	C2	C2	C2	C2
German	C2	C2	C1	C1	C1

COMMUNICATION SKILLS

good communication skills gained through my 20 years experience as project leader (in writing, on the telephone, or face to face).

ORGANISATIONAL/ MANAGERIAL SKILLS

committed to achieving team goals, working in team, adaptation to multi – cultural environment, flexibility

JOB-RELATED SKILLS

good knowledge of quality control processes , ability to listen, learning and reading speed

COMPUTER SKILLS

good knowledge of Microsoft Office™ suite

OTHER SKILLS

curiosity, initiative, never give up

DRIVING LICENCE

B

ADDITIONAL INFORMATION

Reading
Travelling
Tennis