CURRICULUM VITAE

Personal Information

Name: GIANFRANCO CAPPELLETTI

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Nationality: Italian

Date of Birth: 19/07/1960

Work Experience

- November 2012 – Present

Employer: University of Rome "Tor Vergata"

Sector: Faculty of Medicine and Surgery, Department of Clinical Sciences and Translational Medicine

Type of Employment: Permanent position, Scientific-Technological Sector; Technical profile, Officials area

Main Duties and Responsibilities: Management and quality assurance of teaching activities in official degree courses. Educational manager/contact person for degree courses in the Department of Clinical Sciences and Translational Medicine.

- April 1987 – November 2012

Employer: University of Rome "Tor Vergata"

Sector: Faculty of Medicine and Surgery, Department of Experimental Medicine and Biochemical Sciences

Type of Employment: Permanent position, Technical profile.

Main Duties and Responsibilities: Front office, student reception, order management, administration of exam sessions, and recording for General Pathology teaching in the single-cycle Medicine and Surgery degree course; IT technician.

Education and Training

- 2025 - Accredited Professional Refresher Course INPS (VALORE P.A.): "Review of Passive Cycle Management through the Application of Process Analysis & Improvement Techniques". University of Rome Tor Vergata – INPS.
- 2024 - Certificate of English Language Level (CEFR): University Language Centre.
- 2018 - Master's Degree in Health Economics and Management: Academic year 2017/2018, University of Rome Tor Vergata.
- 1998 - Professional Training School for Chartered Accountants Trainees: Order of Chartered Accountants of Rome – Certificate of Attendance.
- 1996–1997 - Advanced Course in International Business Tax Law: University of Rome "Tor Vergata" – Certificate of Attendance.
- 1995 - Degree in Economics and Commerce: University of Rome "Tor Vergata".

Languages

Mother Tongue: Italian

Other Languages: English

Reading: Good

Writing: Good

Speaking: Basic

Technical Skills

IT Systems Programmer