



MATTEO BERTOLINO

- DEVELOPMENT COOPERATION
- COMMUNICATION
- INTERNATIONAL RELATIONS
- AUDIOVISUALS

• Rúa do Basquiños 32, Santiago de Compostela, Spain

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- Full name: Matteo Bertolino
- Date of birth: 26-11-1977
- Nationality: Italian
- Tel: +34-69.19.36.581

SKILLS SUMMARY

- Project Management
- Communication
- Language skills
- Coordination

COMPETENCIES

Proven skills in project management, coordination and team-direction.

Financial and administrative abilities; able to work in a team and in a self-directed manner

Listener, decision-maker, efficiency oriented. Diplomacy and flexibility. Willing to relocate.



WORK EXPERIENCE

2010 ONGOING

- Professional photographer
- Free-lance

Assignments for both private and public entities, photo exhibitions photographic courses and teaching, publications, reportage and documentation.

05 - 2015 08 - 2019

- "Medicos del Mundo"_Galicia. Santiago de Compostela, Spain
- Tasks: Volunteer

- Volunteer in the communication department
- Responsible for the coordination of the volunteers' group on communication
- Management of social networks, blog, communication strategies and campaigns
- Media management Coordination
- Official photographer

03 - 2016 10 - 2019

- "7H"_Galicia. Santiago de Compostela, Spain
Cultural Cooperative_self-employed.

- Tasks: Coordinator
- Audio-visual coordinator / communication
- Coordinator of the audio-visual unit
- Main photographer
- Projects identification and formulation
- Photo editing and web-site responsible

LANGUAGES

- Italian - mother tongue
- Spanish - C2
- English - C2
- French - C1
- Russian - B1
- Galician - C1



TECHNICAL SKILLS

Adobe suite expert (psd, ind, premiere, lr)

Office package and photographic editing software

Video making and editing

Documentaries, reportage, editing and sequencing.

Communication-4-development

Realisation of expositions, photo archives, reportage on social issues, external communication.

Photography teacher

01 - 2011 12 - 2011

- NGOs - Bolivia (IPADE, SODIS, ONAEM)
- Tasks: Consultant
- Technical consultancies in Communication and Development
- Documentation of ongoing projects
- Photo archives realisation
- Photographic expositions and communication material realised
- Communication activity (newsletter, brochures, etc.)

03 - 2009 03 - 2010

- NGOs - CISV, Turin, Italy
- Tasks: Country Coordinator - Mali, Bamako/Sevaré
- Responsible of the coordination and monitoring of overall projects' activities.
- Responsible of the ordinary relation with local authorities, donors, institutional stakeholders
- Coordination and monitoring of the local and expatriate staff
- Technical and financial responsibility of a number of projects/initiatives implemented
- Responsible of the supervision and coordination of administrative and financial matters
- Responsible for the photographic archive of the NGO and for communication strategy

02 - 2007 10 - 2008

- UTL – Local technical Unit – Ministry of Foreign Affairs (MAE), Italy. Guatemala.
- Task: Dev.Coop. Focal Point for El Salvador. Italian Embassy in San Salvador.
- Follow up of the programs implemented at country level from formulation to monitoring
- Responsible for the management of the funds/projects channelled through “food aid”
- Ensure proper coordination with the local Italian NGO sector
- Identification of new interventions
- Ensure coordination and communication between the Italian Embassy the UTL
- Technical Assistance project Retejoven (MAE-UNESCO)
- Communications: realization of a photographic archive of the projects implemented, activity of photographic documentation for the UTL's regional Newsletter
- Responsible for the photographic exhibition “Cities and Peripheries in the World”, exposed in the national museum “MARTE”, in collaboration with national and international artists

05 - 2005 12 - 2006

- UN_WHO_Tashkent, Uzbekistan
- Tasks: UNV_WHO
- Responsible for the activity of coordination between UN agencies, within the UNDAF framework of action, towards the establishment of Joint Programming on HIV/AIDS
- Local NGOs capacity building
- Support and formulation of new projects proposals, nationals and regionals
- Coordination among the UNVs network in Uzbekistan
- Realization of the WHO's Newsletter at country level
- Project's formulation and identification; Project's follow-up and activities' coordination



EDUCATION

06 - 1997 04 - 2003

University of Turin, Italy

Degree in Political Sciences - 4 years

University Degree

09 - 2003 12 - 2004

ISS - Institute of Social Studies, The Hague (NL)

MA in Development Studies

Master of Arts

07 - 1999 04 - 2001

Leiden University, Leiden (NL)

ERASMUS Programme

Exams certified

- CURIOUS AND ADAPTIVE
- MOTIVATED BY CHALLENGES
- CROSS-CULTURAL SKILLS
- PARTICIPATORY WORKING STYLE
- CREATIVITY
- TRANSFORMATORY OUTPUTS
- EFFICIENCY

REFERENCES

1) Dott.ssa Caterina Bertolini

UNOPS Representative, Lima, Perú

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2) Dr. Erik Mauricio Sotomayor Yevenes

Private Consultant - Cochabamba, Bolivia

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3) Carolina Diz Otero

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