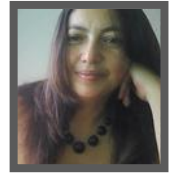


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LANGUAGE PAIRS: EN>PT, IT>PT, ES>PT

MAIN FIELDS: business, law, finance, marketing, academic papers, technical manuals, information & communications technology, oil & gas related, international trade and governmental relationships, social sciences, film & TV, and cultural contexts.

EDUCATION (by relevance)

- City University of London, Jan 2007 – Dec 2007 - 60 CAT credits awarded in translation studies within the preparatory course for IOL DipTrans EN>PT - General English, Business and Law;
- Centro Studi Comunicare L'Impresa, London, Feb 2005 - Jun 2005 - Master's degree in Global Marketing and International Trade;
- Grupo Uninter – Faculdade Internacional de Curitiba, Natal – Brazil, Mar 2011 – Dez 2012 - MBA in Administration and International Negotiations - distance learning;
- Group Laureate - UnP, Natal – Brazil, Oct 2010 – Oct 2011 - Specialist diploma in pedagogical practices for higher education;
- Universidade Federal do Rio Grande do Norte, Brazil, 1986 – 1992 - Bachelor Degree in Accounting.

EXPERIENCE AS A FREELANCE TRANSLATOR

Current occupation: fulltime freelance translator, interpreting and language assistant for national and international direct clients and outsourcers.

Recent work assignments.

Natal RN, Brazil – since Oct 2010

- EN-IT-ES>PT-BR – SFERA STUDIOS, USA – Regular subtitling, conforming, proofreading and transcription services;
- EN>PT-BR – TRANSPERFECT TRANSLATIONS, USA – Regular Business Wire press releases and other direct translation, proofreading and editing works on different subjects;
- EN-IT-ES>PT-BR – EUROTRAD Snc, ITALY – Occasional language consultancy and project management; regular translation/proofreading/adaptation of websites, art & architecture texts, travelling guides, IT, manuals, etc.
- EN-IT>PT-BR – HUMUS BRAND CULTURE SA GL, SWITZERLAND – Regular translation/proofreading of business/finance related documents, banking industry contracts and documents, websites, etc.

Previous most relevant works as an occasional freelance translator– since 1998

Natal RN, Brazil - Jan to Oct 2010

- IT > PT – www.eurotrad.it/br/ website translation/localization;
- EN>IT – Ms. Lori Calisi – marketing and advertising operations translation, adaptation and consultancy for web portals;
- EN>PT –Mr. Engr. Aridio Salgado – technical literature, contracts and documents related to the oil & gas industry;
- EN>PT – US Investor Mr. E. Hemphill – translation, interpreting and general real estate project management;
- EN>PT – WORLD BANK GROUP – workshops materials, research reporting, papers.

London, UK – Jan 2005 to Ago 2009

- EN>PT – Stefano Design – websites translation/localization long term projects;
- EN>PT – London Help4U – translation of immigration documents and rules, professional résumés and students exchange programs related texts;
- EN>PT – Petrobras Europe promotional materials translation;
- EN>PT – Personal documents, provision of service contracts, and marketing brochures for individuals and small businesses.

Milan, Italy – Ago 1998 to Feb 2003

- IT>PT – Flag Agency di Pavia – long term collaboration on translation projects for clients such as FIAT and business correspondence / interpreting for Italian and Brazilian companies;
- IT>PT – Fratelli Molteni S.p.A – steel products features and promotional materials translation;
- PT>IT>PT – Documents for immigration practices; legal and business documents (contracts, agreements, statement from attorneys, judicial decisions, commercial letters and e-mails), school transcripts, diplomas, etc..

MOST RELEVANT EMPLOYMENT HISTORY

TROPICAL D’SANTO CRISTO RESORT LTDA, Natal, Brazil – May 2010 to Oct 2010

- Promotion and sales activities management of a beach resort development with focus on the international market;
- Translation of documents, promotional materials, letters and e-mails and reporting to the headquarters. Interpreting and assistance to the director board on negotiations with clients, suppliers and financial institutions.

DRESDNER KLEINWORT INVESTMENT BANK, London, UK - Ago 2007 – Ago 2009

- Providing documentation support for the primary and secondary loan activities ensuring timely and legal transfer of beneficial title, implementation of appropriate procedures and controls and minimization of the transactions operational risk;
- Daily liaison with traders, closers, internal and external clients including language assistance.

BANCO DO BRASIL S.A., London UK, Dec 2004 – Jul 2007

- Administration of loans and trade finance products such as forfeit financing and documentary collections, checking and processing documents and transactions, ensuring accuracy at all times;
- Language assistance for banking products negotiation, counterparts and third parts bank communication, documents checking, reporting, translation and assistance with other jobs where the use of languages were required;
- Revision of the Credit Process, translating and updating procedures to comply with the Brazilian Central Bank and The United Kingdom auditory requirements and compliance.

GE.FI. GESTIONE FIERE - COMPAGNIA DELLE OPERE TRADE FAIR CORPORATION, Milan, Italy, Jun 1998 - Feb 2001

- Database and Contract administration within the international trade fair sector, dealing with international payments, invoicing and checking legal documents in accordance with the rules inside and outside of the European Union;
- Customer support of Portuguese and Spanish speakers within the major international exhibitions and translation from Italian into Portuguese of general documents, projects, regulations, promotional materials, etc..

SMALL BUSINESS PROVISION OF ACCOUNT SERVICES, Brazil, 1993 – 1995

- Managing the accounts for 10 businesses: tax returns, payroll, new business set-ups and liquidations, balance sheet for end of year, advising.