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|  |
| Europass  Curriculum Vitae | |  | | | | | | | | | | | | |
| Personal information | |  | | | | | | | | | | | | |
| Surname / First Names | | Guise, Telmo Carlos Alves | | | | | | | | | | | | |
| Address | | Urbanização do Salgueiral, Lote 97, Bloco 1, 1º Esq.  4810-118 Creixomil, Guimarães | | | | | | | | | | | | |
| Telephones | | +351916808098 or +351969350458 | | | | |  | | | | | |
| E-mail | | telmo.carlos.pt@gmail.com | | | | | | | | | | | | |
| Nationality | | Portuguese | | | | | | | | | | | | |
| Gender | | Male | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Desired employment / Occupational field | | Translator | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Work experience | |  | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Dates | | 2011 | | | | | | | | | | | | |
| Occupation or position held | | **Electronics Engineer** | | | | | | | | | | | | |
| Main activities and responsibilities | | Responsible for product optimization, injection / CNC machines maintenance, corporate managing | | | | | | | | | | | | |
| Name and address of employer | | Bolflex (Felgueiras, Portugal) | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Dates | | 2006 – in progress | | | | | | | | | | | | |
| Occupation or position held | | **Professional freelance translator** | | | | | | | | | | | | |
| Main activities and responsibilities | | Translation of technical documents (language pairs EN-PT and PT-EN) | | | | | | | | | | | | |
| Name and address of employer | | Freelance / experienced in Trados Studio, MemoQ, Across | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Dates | | 1999 – in progress | | | | | | | | | | | | |
| Occupation or position held | | **Professor of English (Cambridge Certificate of Proficiency)** | | | | | | | | | | | | |
| Main activities and responsibilities | | Private/ public English teaching and tutoring | | | | | | | | | | | | |
| Name and address of employer | | Self-employed | | | | | | | | | | | | |
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| Education and training | |  | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Dates | | 2004 - 2009 | | | | | | | | | | | | |
| Title of qualification awarded | | **Degree in Industrial Electronics and Computer Engineering** | | | | | | | | | | | | |
| Principal subjects/occupational skills | | Power Electronics and Automation, Renewable Energy, Computer/ Information Technologies | | | | | | | | | | | | |
| Name and type of organisation | | Universidade do Minho | | | | | | | | | | | | |
| Degree achieved | | Bachelor’s Degree | | | | | | | | | | | | |
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| Personal skills and competences | |  | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Mother tongue(s) | | English | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| Other language(s) | |  | | | | | | | | | | | | |
| Self-assessment | |  | Understanding | | | | | Speaking | | | | Writing | | |
| European level (\*) | |  | Listening | | Reading | | | Spoken interaction | | Spoken production | |  | | |
| Portuguese | |  | C2 | Highly experienced | C2 | Highly experienced | | C2 | Highly experienced | C2 | Highly experienced | C2 | | Highly experienced |
| French | |  | B1 | Independent | B2 | Highly independent | | B1 | Independent | B1 | Independent | B1 | | Independent |
| Spanish | |  | B2 | Highly independent | B2 | Highly independent | | B1 | Independent | B1 | Independent | B2 | | Highly independent |
| German | |  | A1 | Learning phase | A1 | Learning phase | | A1 | Learning phase | A1 | Learning phase | A1 | | Learning phase |
|  | | (\*) [Common European Framework of Reference for Languages](http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en) | | | | | | | | | | | | |
| **Technical skills and competences** | | Specialized in renewable energies and environmental protection  Specialized in power electronics  Specialized in silicon micro-technology  Specialized in computer hardware components (desktop and server)  Studies in robotics and automation technology  Studies in computer networking  Studies in industrial communications protocols (RS232, TCP/IP, Profibus)  Studies in electrical installations projects  Studies in Linux  Studies in Six-Sigma/ Lean manufacturing | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | |
| **Computer skills and competences** | | Microsoft Word / Excel / Access / Project / Visual Basic / Visual C++  SDL Trados Studio 2011  Kilgray MemoQ  Across for freelance translators | | | | | | | | | | | | |
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