**CURRICULUM VITAE**

**RAFAEL RODRIGUES ALVES SOARES**
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**GRADUATION**

* Bachelor’s degree in Law - Milton Campos Law University – FDMC, Nova Lima, Brazil.

**QUALIFICATIONS**

* Languages of work: English, Finnish, French and Swedish.
* Computer literacy: Word, Power Point, Graphic Design (Corel Draw X7 e X8), WordPress, SEO.

**PROFESSIONAL EXPERIENCES**

* Worked at the International Law Office Botinha & Cabral, assisting foreign citizens and companies from all over the world, as well as helping to provide legal and consulting services to the office's clients.
* Worked together with a Finn translator in order to translate (Finnish-Portuguese, Portuguese-Finnish) certificates, licenses, diplomas, official documents and contracts to Finnish companies and Universities.
* Worked in the translation of legal procedures, legal documents and decisions to Botinha & Cabral Office’s clients, specially dealing with English and French language.
* Worked in the translation of geopolitical and scientific texts for an academic group of students from Milton Campos University located in Nova Lima, Minas Gerais. The translations were provided in Finnish and Swedish.
* Participated in the Nordic Culture Event of Universidade de São Paulo (USP) providing translations of Swedish and Finnish literary works.
* Worked with the General Attorneys of the State of Minas Gerais, Brazil – AGEMG, elaborating several legal procedure under their patronage for the State’s defense.
* Voluntary work with the Social Security Inclusion and Extension Program of the Milton Campos Law University - FDMC, assisting homeless people seeking for social security benefits.
* Worked at the Office of the 13th Civil Chamber of the Court of Justice of Minas Gerais - TJMG, assisting in the internal organization of the Registry Office and also assisting lawyers.