

PERSONAL PROFILE

My goal is to achieve a fulfilling role in Human Resources, a position ideal for self growth and discovery.

CONTACT

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A C A D E M I C B A C K G R O U N D

2020: Training course in human resource management

2020: Bachelor's degree in Modern Languages and literatures

2016: High school diploma in IT and Telecommunications

WORK EXPERIENCE

RS21 - Automotive Designer

AUGUST 2020 - PRESENT

- Maintain and organize numerous files;
- Maintain a high level of confidentiality and preserve customer privacy;
- Use of various tools and CAD programs such as CatiaV5, Siemens Unigraphics and TeamCenter;
- Smart Working and Agile Working experience.

FREELANCE - Translator and Proofreader

JANUARY 2020 - JUNE 2020

- Using various CAT translation tools and programs programs such as SDL Trados, OmegaT or MateCat;
- Scheduling my own work on time and always meeting every deadline;
- Strong passion for the translation, proofreading and localization industry.

TECHNICAL SKILLS AND LANGUAGES

- English: Excellent level, EFSET Certificate (C2 Proficient):
- Japanese: Intermediate level, achieved JLPT (Japan Language Proficiency Test);
- Complete ability to use computer and all Microsoft Office package, for instance programs such as Word, Excel, Outlook or Powerpoint;
- CISCO Certification (Associate level).