

Miriam Cristina Silva

Translator, Brazilian

Cel: 55 11 99245-9385

miriam.translator@gmail.com

<https://www.linkedin.com/in/miriam-batista-translator>

Av. Lins de Vasconcelos, Vila Mariana, São Paulo/SP, 01538-001, Brazil

PROFILE

Translator with 10+ years of experience in the translation industry providing language services (En>Pt-Br) across diverse sectors including software engineering, technology, information security, marketing & sales consulting, finance & economics, and sustainability & environment maintaining consistency and accuracy of translated content.

Acquainted with Trados, MultiTrans, Phrase + Memsource, and memoQ CAT Tools.

EDUCATION

- Bachelor of Arts, Translation: English/Portuguese (2007-2010) - PUC-SP
- Licentiate Degree: English (2007- 2011) - PUC-SP
- Postgraduate Certificate, Portuguese (2016) - PUC-SP
- Postgraduate Lato Sensu Studies - PGDip, Philosophy (2020-2021) - PUC-RS
- Postgraduate Lato Sensu Studies - PGDip, Translation (2024-2025) - PUC-PR - In progress

EMPLOYMENT HISTORY

- Translator (Feb/2013 – Present)

Provider of language services for clients in Brazil and abroad

- Technical translation - webpages, certification exams, hardware and software user guides, workbooks, self-paced manuals, and training materials developed for engineers in the field of software engineering;
- Translation of business-related documents - legal documents, policy and procedure manuals, code of ethics training, internal company policies, newsletters, case studies, news releases, white papers, brochures, infographics, lists of products, emails, presentations, and webinars;
- Multimedia translation - institutional and educational videos;
- Style Guide update;
- Translation of interviews in the Leituras da História magazine, 2013;
- Accompanying translator of the Brazilian Paralympic Committee – London, Jan 2012.

- EFL Teacher (Feb/2011 – 2018)

EFL teacher for levels A1, A2, B1, and B1+

- Middle School & High School English Teacher
Externato José Bonifácio (Feb/2013 - Mar/2015).
EFL teacher for all grades in Middle/High School

- Intern / Examinations Assistant

Associação Alumni (Jan/2010 - Dec/2012)

Intern - Performed administrative and educational duties at Junior's Department assisting with the coordination and the teachers.

Assistant - Responsible for ensuring the integrity of testing services by monitoring the examination process of exams such as TOEFL iBT and GRE, and maintaining Prometric policies and guidelines.

- Translator (intern)

Peppers & Rogers Group do Brasil (Mar - Nov/2009)

Responsible for translating white papers, newsletters, case studies, and institutional content related to business management consultancy.

- Academic Assistant

Pontificia Universidade Católica de São Paulo (Dec/2007 - Mar/2012)

Academic Assistant at Secretaria Acadêmica - Pós-Graduação Stricto Sensu and in charge of assisting with the Portuguese Program and Dean of Postgraduate Studies for a period.

- Administrative Assistant

Cultura Inglesa (Mar/2003 - Sep/2007)

Responsible for the clerical work at Secretaria Academica and interaction with students at the Multimedia Center. Also in charge of applying placement tests for prospects and tests for students.

COURSES AND CERTIFICATIONS

- Continuing Education, Atualização Gramatical – Oficina de gramática- PUC - 2016
- Continuing Education, Atualização Gramatical – Resolva suas dúvidas - PUC – 2016
- Symposium. Cicles of Lectures on translation and interpretation. PUC-SP/ PROFT, 2007-2013
- English, Advanced Level, Alumni, 2010 - 2011
- English, Basic to Advanced Level, Cultura Inglesa, 2003 - 2008
- PET – Preliminary English Test, Cambridge Certification, 2006
- Management Course, Êxito Engenharia e Cursos, E.T.E Getúlio Vargas, 1999