

CURRICULUM VITAE

PERSONAL DATA:

Name: Maria Adelaide Assunção Fernandes

Address: Rua da Capela – Nº 22 3045-028 Coimbra- Portugal

Nationality: French

Date of Birth: 23/03/1964

Telephone Number: 239 445 124

Mobile Phone Number: 962 777 547

E-mails: adelaidefernandes757@gmail.com or: adelaide.fernandes7@hotmail.com

Skype: adelaidefernandes7

ACADEMICAL BACKGROUND:

- 2009 / 2011: Masters in Translation – Faculty of Letters, University of Coimbra, Portugal
- 2008 / 2009: Post-Graduation in Fiscal Law – Faculty of Law, University of Coimbra, Portugal
- 1994: Diplôme Supérieur d'Etudes Françaises Modernes - Alliance Française
- 1989: Degree in Law by the Faculty of Law, University of Coimbra, Portugal

EXPERIENCE:

1991 / 1997 Teacher (French and Portuguese Languages)

1988 / 2008 Lawyer (General Law)

2007 / 2008 Lawyer at the Central Tax Direction, Coimbra, Portugal (Contract with limited time)

Since 2008: Freelancer Translator

Also experienced in Law translation regarding the Master's Thesis Project I am developing. (Translation of the French Penal Code)

LANGUAGE SKILLS:

French – School completed in France, Lycée Darius Milhaud.

Portuguese – High School completed in Portugal. Very good knowledge of Portuguese language, being my second mother tongue.

English – Currently, I am studying English - **Business English Certificate - BEC** - Cambridge School and I have studied English during 7 years in School.

WORKING LANGUAGE PAIRS:

- Portuguese > French
- French > Portuguese
- English > French
- English > Portuguese

Mother Tongues:

French and Portuguese

EXPERTISE AREAS:

Law, Finance, Information Technology, Technical Communication, Gas Turbines, Health, Social Sciences, Automotive, Documentation, International Press, Assurance Certificates, Certificates in general, CV`s, Letters, General Documents, Press Releases, Engineering, Machinery, Medicine, Pharmaceuticals amongst others.

RECENT TRANSLATION PROJECTS:

- Law: certificates (death, birth, divorce and marriage), divorces, documents related to companies bankruptcy amongst others - EN / FR ; PT / FR .
- Certificates - PT / FR and FR/ PT .
- Several documents including accountancy, letters amongst others for a casino in Macau - EN / PT.
- Legal Texts, Official Letters, Decrees and Ordinances PT / FR , FR/ PT and EN / FR.
- Power of Attorney - PT / FR , FR/ PT and EN / FR.
- Disperse Legislation - PT / FR , FR/ PT and EN / FR.
- Draft Airport Services Agreement between Ryanair Limited and other Airports.
- Medical Contracts regarding Working in Alger.
- Health: Medical Reports. PT / FR.
- Research Study about Aortic Stenosis ("Medtronic CoreValve® U.S.Pivotal Trial") EN /PT.
- Automatic Bins - FR / PT.
- Recipes Cookery - FR / PT and PT / FR.

- Technical: Instruction manuals, user guides regarding hydraulic engineering and gas turbines EN / FR ; PT / FR.
- Instruction Manual - Centrifugal Pumps EN / PT.
- Caterpillar - Engines - EN / FR.
- Automotive Translation Battery - EN / FR.
- Doors - Interior Doors end Duct Doors - EN / FR.
- Site - Web Site - "Dates - friends around the world" - EN / FR.
- Certificates - EN / FR.
- Global anti-bribery laws - EN - FR.
- Sausage Manufacturing - EN / FR.
- Game Stand O'Food - EN / FR.
- Induction Motor (Squirrel Cage) - "Teco Westinghouse" - EN / FR.
- E-Learning - eBatch Application for Geologists - EN / FR.
- App - "Mobile Roadie" - EN / FR.
- Audio transcriptions in European Portuguese and Brazilian Portuguese. (More than 20 files).
- Advertisements in tourist brochures: Angola and Zaire - EN / FR.
- Proofreading regarding a UNESCO Convention Text. EN / PT.
- Clothing - Christian Dior - PT /FR.
- Translation - Nespresso - FR / PT.
- Translation - Cylinder Block - Standard of Maintenance - EN / FR.
- Translation - Manual SPA - EN / FR.
- Translation - Bike - Technical Specifications - EN / FR.
- Translation - Manual , Chocolate Fondue Pot - EN / FR.
- Web Site of Organic Fertilisers and Nutrition for Agriculture - PT / FR.

GENERAL COMPUTER SKILLS :

Windows 7, XP, Adobe Reader, Office 2003 and 2010.

CAT Tools:

Trados 2007, Trados Studio 2009, Trados Multiterm, Wordfast Pro and Memo Queue.

DAILY CAPACITY:

General Documents: 5000 new words/day

Technical Documents: 2500 to 4000 new words/day

MEMBERSHIP:

APT - Portuguese Translators Association - www.appt.pt Member N°: 1333 (2011)

IAPTI - International Association of Professional Translators and Interpreters - www.aipti.org (2011)

PROZ - Profile: www.proz.com/profile1342990

TRANSLATORSCAFE: [www.translatorscafe.com/cafe/member 128382](http://www.translatorscafe.com/cafe/member_128382)

PERSONAL INTERESTS:

- Literature in general (Portuguese, French and Portuguese)
- International Press (Economy, Law, Commerce in French, Portuguese and English)
- Sports (swimming and sailing)
- Animals
- Theatre, Cinema and Culture in general

Maria Adelaide Assunção Fernandes