### Translator work experience



Nadia Silva CASTro

TRANSLATOR

# PERSONAL SUMMARY

A reliable and skilled translator with a proven ability to translate written documents from German/English/Spanish/French to Portuguese. Would appreciate to work as a freelance translator for successful and ambitious companies that offer great opportunities for progression.

## AREAS OF EXPERTISE

**Translation**

Legal

Software (UIs)

System

Marketing

**Other Tasks**

Proofreading

Review

DTP

## Contact

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#### Bemtraduz - Tritranslation

February 2014 – Present

#### Papier Translations

##### JULY 2017 – PRESENT

#### Zaum Translations

##### July 2017 – Present

#### Globaltech

##### August 2017 – Present

#### Quicktranslation

##### March 2012 – July 2012

Work as a translator involved translating, reviewing and proofreading documents and articles. I was responsible for researching appropriate terms to ensure the correct and consistent translation is used, liaising with clients to discuss any unclear points, and using client specific style guides and term bases.

### Other Work Experience

#### kreativ Instituto de lingua

##### MARCH 2013 – fEBRUARY 2017

Worked as a language instructor. I was responsible for designing and teaching German courses. I was an instructor in a classroom as well as working 1-on-1 with individual students.

### Education

#### São Paulo University (USP), SÃO PAULO, Brasil

##### MASTER of arts-germanistics (2010-2017)

### KEY SKILLS AND COMPETENCIES

* Familiar with translation software tools
* Able to fluently speak English, French, German, Portuguese and Spanish.
* Has both Brazilian and German citizenship and has lived in both countries for over a decade
* Excellent communication and social skills.
* Vast knowledge of both Brazilian and German cultures
* Able to work to tight deadlines.
* Highly skilled in Microsoft Word, Excel and Outlook.
* Competent with Windows operating system
* Able to prioritize work.

### references

Available upon request.