

Freelance Translator
English-into-Portuguese (Brazil), Portuguese-into-English

Nationality: U.S./Brazilian
Address: 497 Livingood Lane
Lake Oswego, Oregon 97034
Phone/Fax/Modem: (503) 675-8609
Home: (503) 699-0998
Email: inesb@hevanet.com

Experience

1979-present: English/Portuguese/English freelance translator and interpreter. Has been responsible for the translation of over 30,000 documents. Consecutive, simultaneous interpretation for Court hearings, business meetings, workshops. Telephone interpreting.

1967-1980: Bi-lingual and Executive Bi-lingual Secretary for Brazilian and U.S. companies and the U.S. Consulate in São Paulo. Duties included simultaneous and consecutive interpreting, translations, office management.

Teacher of Portuguese/English Business Translations for the Alumni Association of São Paulo - 1979

Teacher of Portuguese/English Legal Translations for the Alumni Association of São Paulo - 1979

Areas of expertise

Advertising, architecture, banking, computing, economics, finances, insurance, law, marketing.

Extensive on site and online work for Software Translation/Localization agencies in the Northwest, translating/copy editing/proofreading/QA software, manuals, read/help files for clients such as Dell Computer, Hewlett Packard, Intel, nVidia, Tektronix. Corporate and promotional materials for Nike, inFocus, Motorola, and Xerox among others. On-site QA for Intel, HP, Xerox and others.

Translation of websites for hardware/software, financial, and marketing companies.

Translation of legal documents for corporations and law ffices.

Community, conference, court, medical, and telephone interpreting.

Other services provided

Editing, proofreading.

Availability

Full time translator/interpreter

Education

Bachelor Degree in Industrial Design from the School of Architecture, Mackenzie University, São Paulo, Brazil, 1973

Course work towards Business Administration degree, Mackenzie University, São Paulo, Brazil, 1974

Interpreter/Translator Course - Alumni Association (Language School) of São Paulo - 1980

Legal Translation Course - Alumni Association of São Paulo - 1979

Continued Education through ATA Conferences, classes at Portland Community College and the Oregon Judicial Department

Hardware**Computer make:**

DELL PC Pentium 4 Processor (512 DDR SDRAM, 40 GB)
DELL Laptop Inspiron 5000, Pentium III 600 (128MB, 600 MHz)
HP Scanjet 3500c
Hp color inkjet printer cp 1700
Nikkon Digital Camera

Operating system:

Windows XP Professional

Software:

Microsoft Office-XP, Microsoft Publisher-2003, Merriam Webster Dictionary, Adobe Creative Suite Premium (InDesign, Illustrator, Photoshop, Acrobat), Netscape and Explorer, WinZip, Trados Freelance 7.5, DejaVu, Star/Transit 3.5, OmniPage Pro 14, among others.

DICTIONARIES/REFERENCE:

Blacks Law, MacMillan Legal Thesaurus, Legal Forms & Legal Agreements, West's Tax Law Dictionary, Michaelis Portuguese/English/Portuguese, Barsa Portuguese/English Portuguese, McGraw Hill Dictionary of Scientific and Technical Terms, Sell Comprehensive Technical Dictionary, Pictorial Oxford Dictionary, Macmillan Visual Dictionary, Davids Dictionary of Insurance, Ammer Dictionary of Business and Economics, Data Communication Dictionary, Computer Dictionary, Dicionário Enciclopédico de Telefonia, Dicionário de Redes, Dicionário de Informática, Novo Dicionário Aurélio, Dicionário Aurélio CD Rom, Michaelis Dicionário da Língua Portuguesa, Dicionário Houaiss da Língua Portuguesa, Plinio Dicionário de Termos de Negócios, Dicionário de Administração e Finanças, and twice as many more on subjects such as Architecture, Advertising, Engineering, Geophysics, Human Resources, Mathematics, Music, Sports, etc.

Publications

Co-Editor and designer of the Newsletter of the Portuguese Division of the American Translators Association - 2003/2005.

Translator/Publisher of a Newsletter for a Brazilian adoption agency – from 1984 until 1997.

Publisher of the children's book O Livro dos Andantes, Voantes e Nadantes, Ed. Lisa, São Paulo, Brazil, 1995. In Portuguese.

Editor and Designer of ALO News - Associated Linguists of Oregon Newsletter.

Professional affiliations

Active Member - ATA - American Translators Association

Treasurer of the Portuguese Language Division, 2001-2003

Member of NAJIT - National Association of Judiciary Interpreters and Translators

Member - NOTIS - Northwest Translators and Interpreters Society

Member of Associated Linguists of Oregon - ALO

Member - ATPIESP - Translators and Interpreters Association of São Paulo

São Paulo Board of Trade - Life commissioned as an Official Translator

Attendance of ATA Annual Conferences every year since moving to the US, as well as workshops organized by NOTIS, and ALO (Associated Linguists of Oregon), Portland Community College and the Oregon Judiciary.

Experiences abroad

1967-1968 - Exchange student at Columbia River High School, Vancouver, WA

Traveled in Denmark, France, Norway, Peru, Portugal, Spain, Sweden, Switzerland and extensively throughout the US

Recycling trips to Brazil on an annual basis