

# Paula Vaz-Carreiro

## **Personal Details**

*Nationality* Portuguese (resident in the U.K. since 1988)  
*Year of Birth* 1964  
*Address* Derbyshire, UK  
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## **Education**

1997 - 2000 University of Leeds  
2(i) Computer Science BSc. Honours Degree  
1993 - 1994 City and Guilds – Fine Jewellery Craft Certificate  
1994 - 1994 University of Cambridge, LESIE  
Certificate of Translation from and into Portuguese (B)  
1990 - 1993 University of Cambridge, LESIE  
Certificate of Proficiency in English (A)  
1993 - 1993 South London Enterprise Consortium  
Small Business Studies Certificate  
1983 - 1988 Universidade Nova de Lisboa – Faculdade de Economia  
Degree in Economics  
(equivalent to a British BSc Hon. degree – 5<sup>th</sup> year incomplete)  
1981 - 1983 Escola Secundária de Belém Algés  
Equivalence to 3 'A' levels: English (B), Maths (A), Geography (B)  
1979 - 1981 Escola Secundária Ferreira-Borges  
Equivalence to 12 'O' levels including English, Maths and Portuguese

## **Employment History**

01/2005 – present Freelance Translator and Interpreter  
English <> Portuguese  
05/2008 – present Language Services Associates Inc. – <http://www.lsaweb.com/>  
Telephone Interpreter  
02/2006 – present Global Accent Ltd – [www.globalaccent.co.uk](http://www.globalaccent.co.uk)  
Freelance Interpreter  
05/2005 – present Parklands Girls' High School, Seacroft, Leeds  
Freelance Portuguese Examinations Interpreter  
10/2003 – 10/2005 Wetherby Secure College of Learning – HMP, Wetherby, UK  
Part-time Librarian (until Jan.05) – Leeds City Council – Leisure Services  
Part-time IT Tutor (from Jan.05) – Manchester City College

# Paula Vaz-Carreiro

- 10/2001 – 08/2003 Part-time IT Tutor working for the following institutions:
- Vera Media, 38-38, Dock Street, Leeds, LS10 1JF
  - School of Continuing Education, University of Leeds, LS2
- 2001 – 2005 Part-time Freelance Translator and Interpreter – English <> Portuguese
- 09/2000 – 09/2001 IT Graduate Trainee - AISAB (AvP. Information Systems AB)  
Member of the web team
- 1993 – 1997 Jewels Unlimited – London  
Proprietor, sales manager, and designer (self-employed)
- 1991 – 1993 Iberotravel, Palladium House, Argyle Street, London  
Flight reservations/sales, ticketing, fuel consumption reports, general office support, and staff training

## Languages

Portuguese (native) and completely proficient in English; excellent understanding and competent fluency in Spanish; Basic Japanese.

## Specialization

**Translation:** Literature, proverbs/maxims and idioms/colloquialisms, publicity, news articles, current affairs, history, internal company documents such as purchase policies and contracts, economics, CV's, birth certificates, and other official documents and forms.

**Interpreting:** Telephone and on-site consecutive interpreting for medical, financial, legal and social services, immigration appointments, school work and examinations.

## Software

Wordfast. Also vast range of PC and Mac applications, including Microsoft Office for PC and Mac.

## Professional Referees

Fred Lessing – Acento 22  
Translator  
Sintra, Portugal  
[flessing@acento22.com](mailto:flessing@acento22.com)  
00351 21 9244004

Professor Roger Boyle  
Head of School of Computing  
University of Leeds, LS2 9JT  
[roger@comp.leeds.ac.uk](mailto:roger@comp.leeds.ac.uk)

## Personal Referee

Dr. Ian Smith  
Visiting Professor in Scientific English  
Nara Institute of Science and Technology  
8916-5 Takayama, Ikoma  
Nara  
630-0101  
Japan

T: 0081 743 725405  
[ismith@ad.aist-nara.ac.jp](mailto:ismith@ad.aist-nara.ac.jp)

*(Able to provide references regarding my proficiency in English)*