

## \*\*\* *Curriculum Vitae* \*\*\*

**Name:** Ana Marta Mendonça Teixeira  
**Birth date:** 16/06/1978  
**Nationality:** Portuguese  
**Address:** Rua José Florindo, n.º 771, 3º esq.  
2750-401 Cascais  
Portugal  
**Phone number:** +351 21 0970775  
**Mobile number:** +351 91 6087433  
**E-mail:** marta.teixeira@tradiberica.com



### **1. General Education**

2000

Degree in Psychology – Faculdade de Psicologia e Ciências da Educação da Universidade de Lisboa

### **2. Other Specific Education**

1993

First Certificate in English – University of Cambridge

1994

Diplôme de Langue Française – Alliance Française

2001

Workshop on using Transit (translation tool)

2008

Workshop on Mechanical Engineering Translation – Tradulínguas/FCSH - UNL

### **3. Language pairs**

English - Portuguese

French - Portuguese

Spanish - Portuguese

### 3. Proficiency in Computing

- ☑ Windows 95/98/2000/XP/Vista
- ☑ Microsoft Office applications: Word, Excel, Access, PowerPoint, FrontPage, Outlook
- ☑ Translation tools: Trados, TAGEEditor, MultiTerm, SDLX, Transit, LocStudio, Helium, Foreign Desk, RC-WinTrans, EasyTranslate, online dictionaries and glossaries, as well as several translation and localisation tools conceived for specific products

### 4. Professional Experience

*Since October 2000*

- ☑ Full-time freelance translator, offering the following services:
  - Translation
  - Localisation
  - Proofreading
  - Quality Control
  - Outsourcing
  - Project management

### 5. Areas of expertise

- ☑ **Microsoft and Apple translations** – Software localisation, technical documentation, updates, online help, online training and web sites
- ☑ **Computer hardware and software, industrial equipment, household appliances, services** - Web sites, product localisation, technical documentation, marketing texts, legal texts, corporate texts – *Alstom, BCP, Creative Labs, CRH, Daikin, Electrolux, Epson, General Electrics, Haworth, Honeywell, HP, Linksys, Minolta, Multivac, NetOp, Nikon, Oracle, Ricoh, Schroders, Sony, Sun Microsystems, Zetes...*
- ☑ **Telecommunications** – *Cisco, Mitel, Motorola, Nokia, Ericsson, Philips, Toshiba...*
- ☑ **Video games** - Localisation and documentation – *DreamCatcher Games, Eidos Interactive, Electronic Arts, Interactive Television Entertainment, Namco, Nintendo, Monte Cristo Games, Nokia, Sony Computer Entertainment, Sports Interactive...*
- ☑ **Engineering/Automotive industry** – *Alfa Laval, Atlas Copco, BP Portugal, Kawasaki, Metso Drives, Nissan, New Holland Construction, Renault, Rolls Royce, Wärtsilä Finland Oy...*
- ☑ **Medical/pharmaceutical** – *Bayer, Bio-rad, Inamed, Gen-Probe, Masimo, Medtronics, Radiometer, Philips, Tibotec, Topcon ...*