

Frank Boer

CONTACT



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SKILLS

Team Work
Flexibility
Responsibility
Attention to Details
Attention to Deadlines

ACADEMIC BACKGROUND

Master in Crop Science

Wageningen University and
Research Centre
Wageningen - Netherlands
Conclusion 07/2005

Degree in Agronomy

Universidade Federal de Lavras
Lavras - Brazil
Conclusion 01/2001

PROFESSIONAL EXPERIENCE

Logistics Analyst

Maria Borboleta Store - E-commerce (2016 - 2023)

- Responsible for the Pick & Packing of the company (reception, identification, organization, preparation and expedition, and storage of products in the warehouse.
- Manage inventory on ERP system and identify purchase needs.
- Prepare invoices and sales documents.
- Customer service and after sales, aiming at keeping a high customer satisfaction level.
- Give support to customer requests and problem solution.
- Responsible for training operation team and new employees.

Translator

TOTVS S.A. (2013 - 2014)

- Translate manuals, tutorials, documents and system files in the language pairs English-Portuguese and Portuguese-English.
- Management and maintenance of Translation Memories and Terminology Lists to ensure translation coherence .
- Use Trados Software.

Teacher of English and Translation

Self Employed (2006-2015)

- Technical translator in Crop Science, Engineering and Business in the language pairs English-Portuguese, Portuguese-English and Dutch-Portuguese.
- Maintenance and management of Translation Memories and Terminology Lists.
- User of several translation and revision tools with heavy experience in Trados.
- Teacher of English to professionals in different development levels.