

Fábio Oliveira Ferreira

Rua Doutor Faria Vasconcelos, 7, 4º Esq., 1900-206 Lisboa, Portugal

+351 934111012 | fabolifer@gmail.com

Profile

I have a solid knowledge of English and Portuguese and am an effective communicator. I have been working on a freelance basis and acquired experience in editing, proofreading, translating and writing. I am a quick learner, always keen to improve my abilities and further my qualifications.

Experience

Editorial Coordinator | March 2010 – Present

IFT Publisher, Lisboa

Supervision of editorial content in books and magazines. Creation, presentation and sales of literary projects.

Editor, Translator, Proofreader and Scriptwriter (Freelance) | March 2009 – Present

Services rendered to such companies as Nintendo of Europe, Hewlett-Packard, EPAL, Portuguese Catholic University, National Theatre of São Carlos, Neaconsulting, Brandtarget, among others.

Marketing Officer | July 2008 – January 2009

Carlos Gomes e Relvas – Mediação Imobiliária, Lda., Santa Maria da Feira

Development and implementation of Internet advertising strategies, customer service, statistical data management, web content update, writing of press releases, publicity control.

Call Centre Operator | October 2007 – July 2008

Teleperformance Portugal, Lisboa

Presentation and sale of AIG personal accident insurance products.

Journalist (Voluntary Work) | June 2007 – October 2007

Accessible Portugal, Caparica

Writing of articles in English for a tourism magazine directed to disabled people, responsibility for the *Travel* section, coverage of events of interest to the readers.

Office Assistant (Voluntary Work) | January 2007 – March 2007

CN Factoring Fomento Mercantil Ltda., Guarulhos – São Paulo, Brazil

Translation of e-mails and correspondence from English into Portuguese, customer service, dealing with banks and post offices, database update.

Education

Susanne James Associates | Brentford, England (Present)

Home Study Course for the Institute of Linguists' Diploma in Translation

Universidade Nova de Lisboa | Lisboa (2004 – 2008)

3-year Honours Degree in Communication Sciences with specialization in Translation

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University of Cambridge | Cambridge, England

Certificate of Proficiency in English (2007)

First Certificate of English (2002)

Centro de Educação Integral | São João da Madeira (2002 – 2004)

Course in Humanities, equivalent to UK A-levels

Featured two-year studies of Translation Techniques (English – Portuguese – English)

Training

Italian Level 1, Instituto Italiano di Cultura, Lisboa (2006)

Initiation Course in Japanese Language and Culture, Instituto Tecla, Porto (2004)

7th Grade Musical Formation / 4th Grade Piano, Academia de Música, São João da Madeira (1997 – 2004)

30-Hour English Language Course, University of Central Florida, Orlando, U.S.A. (2003)

30-Hour English Language Course, Queen Mary University, London, England (2001)

Skills

Advanced computer literacy in Office™ software (Excel™, PowerPoint™, Word™) and Internet

Used to work within tight deadlines and under pressure

Responsible and organised

Diplomatic and pragmatic communicator

Adaptable and flexible

Fast learner

Able to work on my own initiative and within a team environment

Prizewinner for accurate and creative writings in Portuguese

Additional Information

Good knowledge of French

Driving licence

Interests

Getting to know new languages and cultures abroad or even within my own country is something exciting for me. Playing the piano is another activity that I enjoy.

References

All references are available upon request.