



# To & Fro Traduções

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## **Purpose :**

Freelance Translator & Proofreader: English-Portuguese-English / French-Portuguese / Spanish-Portuguese / Spanish-English / French-English

## **Presentation:**

Work on demand for several multinational and local companies.

Experience in translating, from and into English, diversified materials, such as : contracts, secrecy agreements, manuals, reports, technical bulletins, MSDS, websites, medical articles, varied articles, booklets, pamphlets, labels, advertising, letters, memos, presentations, jewelry and crafts tutorials.

As freelancer, was responsible during 8 years for the translation and proofreading of the whole content of the magazine *O Federal* (magazine distributed within 150 countries), from Portuguese into English, and also translating articles from French and Spanish into English.

Subjects of interest comprehend : Automotive; Nature; Animal Life; Science Fiction; Ecology & Environment; Geology; Astronomy; Oceanography; Gardening; Internet; Forensic Science; Arts and Crafts; Jewelry making business; Upcycling; Scientific and Medical Literature; Novels, Short Stories; Travel & Tourism...

## **Skills:**

18 years' experience as freelancer translator  
21 years' experience as bilingual office professional  
10 years' experience as Portuguese secretary  
Good knowledge in blog administration.

## **Professional background:**

Proficiency in English – Sociedade Brasileira de Cultura Inglesa  
Accredited English-Portuguese Specialized Translator – DBB  
Bachelor's degree in French - Universidade de São Paulo  
Spanish – Native teacher “in Company”.



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## **Additional courses:**

Stellar Astrophysics – Observatório Nacional do Ministério da Ciência e Tecnologia  
Developing Creativity in the process of written Communication – AAPSA  
Practices of Sustainability – Portal Educação  
Recycling and Renewable Energies – Cursos 24 Horas  
Environmental Education – Cursos 24 Horas

## **Professional experience:**

Bilingual office professional hired by multinational companies:  
Dow Brasil S. A. - from 1995 to 2009  
Asea Brown Boveri - from 1992 to 1995  
Sipcam Agro S.A. – from 1988 to 1991  
Hercules do Brasil - from 1987 to 1988  
National Companies – from 1978 to 1987

## **Translation memberships**

Abrates (Brazilian Association of Translators and Interpreters)  
Proz.com  
Translator Pub.com  
TranslatorsCafe.com

## **Freelance Clients:**

Akzo Nobel – translation  
Axson Revocoat – translation and version  
L&L Products do Brasil Serv. Com. Autom. – translation  
Electro Plastic S. A. – translation  
Eagle English School – translation  
NC8 Comunicação & Design – translation and proofreading  
Dow Brasil – translation  
Magazine *O Federal*  
Other private clients

## **Personal Profile:**

Reliable, dynamic, helpful, skilled, discrete

## **Working method:**

Operating system: Windows 10, Microsoft Office 2010  
E-mail and recorded media (when applicable)  
Turnaround time: depends on document complexity and word count (average 2,500 to 3,000 words/day)