

Thereza Hurtado
Translator – Interpreter - Proofreader – Voice Over Artist – Website Moderator
Email: therezachurtado@gmail.com
Tel: +1 (407) 666 7299

PROFESSIONAL PROFILE

- Sought after translator, working in Portuguese (Brazil), English, Italian and French.
- Experienced consecutive interpreter for international organizations and conferences.
- 10+ Years experience teaching English as a second language to children, teenagers and executives.
- Motivated
- Excellent teamwork and communication skills.
- Adapt easily to new concepts and responsibilities.
- Very good knowledge of Mac Os, Microsoft Office, Internet, e-mail, Social Media and different platforms.
- Big experience with softwares for translation like SDL TRADOS, TRADOS SUITE, PASSOLO, SDLX.
- Experienced Voice Over Artist for e-Books, Online courses, TV commercials, Corporate training.

DEMONSTRATED SKILLS

- Organized press conferences for artists, musicians, cartoonists.
- Developed and created packages for new comers expats.
- Negotiated promotional marketing to new comers in new countries.
- Composed new and creative teaching methods to reach teenagers.
- Spoke to big audiences.
- Marketing and logistics for International Conventions.

WORKING EXPERIENCE

Macade Consulting October 2018 - Present

Thailand Extreme Makeover June-July 2014 **Interpreter**

Kamol Hospital December 2013 – June 2014 **Translator/Interpreter**

Embassy/Consulate of Brazil in Bangkok February 2013-August 2017 **Legal Translator**

Andovar Audio and Multimedia Localization June 2013–August 2017 **Voice Over Artist**

Acclaro June 2011-August 2017 **Translator/Editor/Proofreader**

Metaverse Mod Squad May 2011–Present **Website Moderator/App tester**

IBM Brazil March 2010-April 2012 **Interpreter/Translator for conference calls between executives in Brazil and other countries (Canada, USA, England)**

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Studio Legale De Notaris Salerno, Italy January 2011-December 2013
Legal translator for Studio Legale De Notaris in Salerno, Italy. Translated Power of Attorney and other legal documents

Europa Language School Brussels, Belgium February 1999 to December 2001
I was the only Portuguese as a second language teacher at this school and had the privilege to work with the NATO staff member that were being sent to many African countries to solve conflict issues

Brazilian Army Mons/Brussels, Belgium September 1998 to March 1999
I was responsible for the translation on the buying process of warlike equipment acquired by the Brazilian Army in the period that they were in negotiations with the Belgium Army

Linguattec Language School Rio de Janeiro, Brazil March 1993 to June 1998
Teacher

FAST (English as a second language course) Rio de Janeiro, Brazil February 1990 to December 1992
Taught children ages 7 to 11 and further I taught teenagers ages 13 to 18

Education

Stamford University Bangkok

BA for Hotel Management, Bangkok, Thailand 2013-2014

Institut des Arts et Metiers

Haute Joallerie studies, Arts & Jewelry History, Designing, Wax Modeling, Enameling, Gemology Brussels, Belgium 2002 to 2007

Chamber of Commerce of Belgium

French 1998 – 2001

University Estácio de Sá, Rio de Janeiro, Brazil

Social Communications Course 1991 – 1994

Istituto Italiano di Cultura

Italian studies Rio de Janeiro, Brazil 1993 – 1995

Language Skills

Portuguese - mother tongue

English - fluently written and spoken

French - fluently spoken and good writing

Italian - fluently spoken and good writing

Dutch and Thai - conversation

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INTERESTS AND VOLUTEERING

Translators Without Borders

Volunteer translator for NGO's in Africa and for independent causes

IWCP - International Women's Club of Paraná

Curitiba, Brazil June 2009 to May 2010 **Membership Director**

As Membership Director, my job was to contact newcomers, assist them in every possible way – from hiring help for the house to finding doctors that might speak their language.

- Fitness
- Cooking
- Arts & Crafts