

Robert Shoe
São Bernardo do Campo, SP - Brazil
+ 55 (11) 95020-4610 robert@bandidiomas.com

Professional Profile

Multilingual translator and instructor. Experienced professional with more than 15 years of quality translations of over 7 million words, in Portuguese, French, and English with focus on legal, technical, finance, business, engineering, medical, and more. Professional expertise in association management, database technology, contract negotiations, team management, statistical analysis.

PROFESSIONAL EXPERIENCE

Translator, English Teacher

Language pairs: Portuguese (Brazil) - English, French-English --- English (UK or US)

Freelance São Paulo, Brazil October 2009 – Present

Translation Agencies:

SPL Translations 2015-Present

Big Translations (ProTranslations) 2015-Present

TranslatedNet 2018-Present

Areas of Specialization

Legal documents - Court, birth/marriage certificates, academic transcripts, etc., litigation reports

Engineering and Technical - Hydroelectric plants, metro rail lines, roads/highways (construction, expansion), military aircraft, technical manuals, IT applications, etc.

Business - Proposals/tenders, collective bargaining agreements, marketing surveys, merger/dissolution contracts, etc.

Medical studies, medication package inserts, scientific journals, research papers, etc. General - CVs, websites, and more.

Proofreading, editing.

CAT software - Trados, memoQ, MemSource, MateCat, Ascribe, and various other online systems.

Director, Development The Arc of DC, Washington, DC May 2007 - January 2009 Directed all Development, Marketing, Membership, and Communications activities.

Director, Conference Operations, Council on Foundations, Crystal City, VA (Washington, DC), January 2004 - July 2007

Directed operations logistics for three major annual conferences.

Developed and managed multi-million \$\$ budgets; negotiated all contracts for conference operations

Assistant Director, Conference Planning, Independent Sector, Washington, DC, 2001-2004 and 1997-1999

Coordinated annual conference logistics, operations, and programming

EDUCATION

Georgetown Public Policy Institute, Master of Public Policy (1998)

Syracuse University, BA International Relations; BA French (1995)

L'Institut International d'Etudes Françaises (IIEF), Strasbourg, France (1994-1995)

Council of Europe/Conseil de l'Europe - Intern in the area concerning the wars in Chechnya and Bosnia (1994-1995)

LANGUAGES - **English** (native US), **French** (fluent), **Portuguese** (fluent)