## RICHARD F. MENDES

### PT/EN - TRANSLATOR - SUBTITLER

#### **PERSONAL PROFILE**

Experienced translator, subtitler, and creative writer, looking to build long term professional relationships with new clients.

#### **CONTACT DETAILS**

Whatsapp: +55 43 9 9906 6778Telegram: +55 43 9 9906 6778

• Skype: Live:ke.ter2

• Richardmendes700@gmail.com

• RFmendesribeiro@live.com

#### **SKILLS AND ABILITIES**

- Translation PT EN
- Subtitling PT EN
- Creative writing PT EN
- SEO
- Wordpress back-end
- Social Media management
- Customer support

#### **OTHER SKILLS**

Experience in remote work and coordinating with a team of colleagues from all around the world, Punctuality and availability to adapt to different time zones.

#### PROFESSIONAL EXPERIENCE

#### **Translator**

Experienced translator, working with translation companies in Europe, South America and India, with focus on web content, localization, infoproducts, and audiovisual translation.

#### Subtitler

Skilled subtitler, producing subtitles on a weekly basis for direct clients and companies worldwide, in formats such as .srt, .ass, .sub and many more. Deep knowledge of Aegisub, Subtitle edit, Handbrake and Avidemux.

# **Customer Support Assistant Manager - Portuguese**

Assisting in the management of all tasks related to Portuguese costumer support, as well as SEO focused content creation for over 5 satellite websites, managing social media pages, uploading files to Wordpress back-end, driving traffic, recruiting, and testing of potential hires for the team.