


# Giovanna Bortoli

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<https://www.proz.com/profile/2984563#> 

I'm a Brazilian-American young professional, result focused and quick learner. Dedicated 24/7 and a desire for betterment.

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## Skills

- English Level C1
- Portuguese native language
- CAT Tools: SmartCat, OmegaT
- ATA Member
- New York Circle of Translators Member
- New York licensed Notary Public
- Detail-oriented
- Punctual

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## Experience

Experience in the translation fields below:

- Medical
- Nutrition research
- Finance / Business
- Legal documents

5 years experience as General Manager at a Brazilian telecommunication company (NET), 2 years as Executive Assistant in New York and 1 year at Citibank New York (42<sup>nd</sup> st/Madison Ave).

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## Education

**Fundamentals of Professional Translation / New York University (NYU) – New York – U.S.A (2020)**

**Precis Writing, Report Writing / New York University (NYU) – New York – U.S.A (2020)**

**Business Administration / Universidade Vila Velha (UVV) – Vila Velha – Brazil (2017)**

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## Activities

Half-marathoner, passionate for nutrition, health and pets. Those are my main hobbies, therefore, what I read and write the most and, have big pleasure with. Besides my professional practices in finance and business administration fields which I gained knowledge and still study over the years.