

CURRICULUM VITAE

PERSONAL INFORMATION

Name	Sónia Alexandra Figueiredo Rebouta
Address	Rua Nunes dos Santos, nº 98, 1º Esquerdo 2765 - 546 São Pedro do Estoril - Portugal
Telephone/Fax	00 351 214 674 053
Mobile Phone	+351 962 719 100
E-mail	rebouta@oninet.pt or rebouta@gmail.com
MSN	rebouta@msn.com
Nationality	Portuguese
Date of birth	April 11, 1974

ACADEMIC EDUCATION

2000 – 2002 At	Student of Licenciatura in Portuguese Language and Culture – Portuguese as a Foreign Language Faculdade de Letras – Universidade Clássica de Lisboa
1994 - 1997 At	Student of Licenciatura in Chemical Engineering Instituto Superior Técnico (IST) - Universidade Técnica de Lisboa

PROFESSIONAL TRAINING

2007 (Presently) At	Spanish language Course Instituto Superior Politécnico Internacional - Universidade Internacional (Prof. from Instituto Cervantes)
2003 At	Intensive German language Course Instituto de Línguas de Oeiras (equivalence to the Goethe Institut).
2001 At	Course on translation for subtitling, and voiceover Teletraduções, Lda. with official certification of the Portuguese Language Society

WORK EXPERIENCE

• 1995 - 2006	Translator and Proofreader of patents, technical manuals, medical and legal documents, catalogs, brochures, audio transcriptions, slide presentations, etc.
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LANGUAGES

English – Portuguese
Spanish – Portuguese
French – Portuguese
German – Portuguese

FIELDS OF EXPERTISE

Specialization

Patents and Patent Applications
Pharmacology, Pharmaceuticals, General Chemistry, Organic and Analytical Chemistry, Biology, Medicine, Biotechnology, Genetics, Agriculture (biocides and herbicides), Industry
Quality Management, Health and Security

General fields

Marketing and Publicity
Legal Documents
Music
Catalogs
Portuguese History and Culture

TECHNICAL SKILLS/EQUIPMENT

HARDWARE / SOFTWARE

PC (primary and backup)
Pentium Processor 4 2.66GHz, 448 MB RAM, 60 GB disc
Celeron Processor 2.40 GHz, 504 MB RAM, 120 GB disc
Operating System: Windows XP PRO, Service pack 2,
Antivirus: Kaspersky.
Scanner HP 5300C, Printer HP Laserjet 1200, Multifunction
HP 710 (Printer, Fax, Copier, Scanner)

Windows environment and Internet
browsers (Office: WinWord, Excel,
PowerPoint, Outlook)
Adobe Acrobat Pro 6.0 Professional
Adobe Photoshop CS2
TRADOS 6.5 Freelance
QuarkXpress 5.1 (for Windows)
Systran Professional 2.0

OTHER INFORMATION

MUSICAL EDUCATION (Reading and instrument - acoustic guitar and bass guitar)

TRANSCRIPTION SPEED (from Portuguese): 90 minutes for a 60 minutes tape.

COLLABORATORS

(PROOFREADING AND CERTIFICATION)

José Jorge Palhares Correia dos Santos
DEGREE IN CHEMICAL ENGINEERING (Instituto Superior Técnico - UTL) - TRANSLATOR

Susana Poulson
DEGREE IN LANGUAGES AND MODERN LITERATURES - PORTUGUESE AND FRENCH STUDIES
(Faculdade de Ciências Sociais e Humanas - UNL)- TRANSLATOR

Cristina Rebouta Monteiro
DEGREE IN TRANSLATION AND INTERPRETATION – ENGLISH AND FRENCH
(Instituto Superior de Línguas e Administração) - TRANSLATOR

RATES PER SOURCE WORD

TRANSLATION

English, Spanish, French to Portuguese || 0,045 € / 0,055 € (non-technical / technical)

German to Portuguese || 0,055 € / 0,065 € (non-technical / technical)

PROOFREADING

Portuguese (from English, Spanish, French) || 0,02 €

Portuguese (from German) || 0,03 €

TRANSCRIPTION

Portuguese || 0,02 €

PAYMENT METHOD

Payments preferably accepted by Paypal, bank deposit or bank transfer.

CLIENTS

TECHNICAL-SCIENTIFIC AREA

2007 (since 1995) Ongoing collaboration	AB IRATO, Traduções Técnicas Lda. (Portugal) – Technical Translations Company <i>Sub-client:</i> Industrial Property Offices, who act before the Portuguese Patent and Trade Mark Office – INPI and work with the major pharmaceutical companies worldwide Translation and proofreading of Patents and Patent Applications (American, European and International) - Pharmaceutical industry, General Chemistry, Organic and Analytical Chemistry, Biology, Medicine, Biotechnology, Genetics, Polymers, Agriculture (biocides and herbicides), Oil & Gas. <i>English – Portuguese; Portuguese – English; Spanish – Portuguese; French – Portuguese; German – Portuguese; Italian – Portuguese; English – Spanish</i> Total number of words: over 1,500,000 words
2007 (since March) ongoing collaboration	Septotec – Traducción e Interpretación S.L. (Spain) Translation of Patents – Pharmaceutical industry, General Chemistry, Organic and Analytical Chemistry, Medicine <i>(Translator in charge of patent translations from German into Portuguese)</i> <i>German – Portuguese; English – Portuguese</i> Total number of words: ~140,000 words
2007 (since 2006) ongoing collaboration	Gadiot Language Services (U.K.) Translation of H&S Management Manual Translation and proofreading of several technical releases on pesticides and raticides <i>English-Portuguese</i> Total number of words: 25,000 words
2006 (August) ongoing collaboration	Pharmalexix – Servicios de traducción farmacéutica (Spain) Translation of a technical release on pharmacological formulations of drugs <i>German-Portuguese</i> Total number of words: 811 words
2005	archiTEXT (Portugal) <i>Sub-client:</i> European Union Translation of official documentation (Health and Security) <i>English - Portuguese</i> Total number of words: 4,000 words
2005	JC Traduz (Portugal) Translation and proofreading of Portuguese patent application on a Solar Energy Apparatus <i>German - Portuguese; German - English</i> Total number of words: ~ 1,950 words
2001	TÜV Rheinland Portugal, Ltd. (Portugal) Translation and proofreading of Technical Manuals on Quality Management <i>German – Portuguese</i> Total number of words: - 40,000 words

MUSIC AREA

<p>2007 (since 2006) ongoing collaboration</p>	<p>YAMAHA Hazen Música – Sucursal portuguesa (Portugal) (YAMAHA Music Division)</p> <p>Translation of website contents for website localization, brochures and publicity texts (www.yamaha.com) <i>(Translator in charge of website texts translation to Portuguese)</i></p> <p><i>English – Portuguese</i></p> <p>Total number of words: ~10,000 words</p>
<p>2007 (since 2003) ongoing collaboration</p>	<p>Music Distribución S.A. / Road Crew, Lda. (Musical Instruments Distribution) (Portugal and Spain)</p> <p>Translation and proofreading of Musical Instrument Catalogs (2003/2004, 2005/2006 and 2007/2008) Translation and proofreading of Legal Documents: representation and distribution contracts</p> <p><i>English – Portuguese; Spanish – Portuguese; Portuguese – Spanish; English – Spanish</i></p> <p>Total number of words: ~150,000 words</p>
<p>2007 (since 2005) ongoing collaboration</p>	<p>Fender Iberica S.L. (Spain)</p> <p>Translation of website contents for website localization (www.fender.com) <i>(Translator in charge of website texts translation to Portuguese)</i></p> <p>Translation and proofreading of Legal Documents: representation and distribution contracts <i>English – Portuguese; Italian – Portuguese; Portuguese – Italian; English – Italian</i></p> <p>Total number of words: ~ 3,500 words</p>
<p>2005</p>	<p>Carisch S.A. - Italian Editing Society (Italy)</p> <p>Translation and proofreading of learning books for children in the musical area (reading and piano) <i>English – Portuguese</i></p>
<p>2005</p>	<p>Comusica S.A. (Spain)</p> <p>Translation of Presentation (Powerpoint) on music for the Iberic Music Forum <i>Spanish – Portuguese</i></p>
<p>2004 – 2005</p>	<p>Gibson Med S.r.l. Italia (Musical Instruments International Distribution) (Italy)</p> <p>Translation and proofreading of Musical Instrument Catalogs Translation and proofreading of Legal Documents: representation and distribution contracts <i>Spanish – Portuguese; Portuguese – Spanish; Italian – Portuguese</i></p> <p>Total number of words: 6,021 words</p>

LEGAL AREA

<p>2007 (since 2005)</p> <p style="text-align: right;">ongoing collaboration</p>	<p>Caetano de Freitas & Associados – Sociedade de Advogados / Lawyers Firm (Portugal)</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; padding-right: 10px;"><i>Sub-clients:</i></td> <td style="vertical-align: top; padding-right: 10px;"> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Icon Design Ltd.</td> <td style="width: 33%;">Sonsorol SGPS, S.A.</td> <td style="width: 33%;">Glenfrome Ltd.</td> </tr> <tr> <td>Mecalux S.A.</td> <td>Almogador S.A.</td> <td>Fundação Humanitária M. Cristã</td> </tr> <tr> <td>Matching Box Ltd.</td> <td>HIQ Consulting S.A.</td> <td>Yara Iberian S.A.</td> </tr> <tr> <td>Quenington Corporation</td> <td>Euroconsulta Management Ltd.</td> <td></td> </tr> </table> </td> <td></td> </tr> </table> <p>Translation and proofreading of Legal Documents: sales contracts, memoranda and articles of association, minutes, legal certificates <i>English – Portuguese; Portuguese – English; Spanish – Portuguese; Portuguese – Spanish; German – Portuguese; English – Spanish; Spanish – English</i></p> <p>Total number of words: ~95,000 words</p>	<i>Sub-clients:</i>	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Icon Design Ltd.</td> <td style="width: 33%;">Sonsorol SGPS, S.A.</td> <td style="width: 33%;">Glenfrome Ltd.</td> </tr> <tr> <td>Mecalux S.A.</td> <td>Almogador S.A.</td> <td>Fundação Humanitária M. Cristã</td> </tr> <tr> <td>Matching Box Ltd.</td> <td>HIQ Consulting S.A.</td> <td>Yara Iberian S.A.</td> </tr> <tr> <td>Quenington Corporation</td> <td>Euroconsulta Management Ltd.</td> <td></td> </tr> </table>	Icon Design Ltd.	Sonsorol SGPS, S.A.	Glenfrome Ltd.	Mecalux S.A.	Almogador S.A.	Fundação Humanitária M. Cristã	Matching Box Ltd.	HIQ Consulting S.A.	Yara Iberian S.A.	Quenington Corporation	Euroconsulta Management Ltd.		
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2007 Accountec – Serviços de Gestão S.A. (Portugal)

Translation of Proposal for the provision of accounting services

Portuguese – English

Total number of words: ~2,500 words

OTHER AREAS

2007 Corporate Language Services – ALS International (E.U.A.)

(since 2006)

ongoing

collaboration

Editing a translation of ads about new business ideas

Editing translations of digital frame working instructions, marketing brochures and software

Translation of a new marine flotation system brochure

Translation of Plain Information Markings for Airline Company

Translation of Planning Meeting and Account Project for clothing company

Translation of RPI Guest Release

English – Portuguese

Total number of words: ~20,000 words

2007 Marga Aguirre – Professional Translator (Spain/France)

(since 2006)

Translation of website contents for wood company

Translation of website contents for packaging company

English – Portuguese

Total number of words: ~2,000 words

2006 Mediasatgroup HQ (Spain/Portugal)

Translation for subtitling of the series "Telmo e Tula" for children

Translation and proofreading of a Junior English learning Course in 12 volumes:

"English Junior" – Looney Tunes

Spanish-Portuguese

Total number of words: ~15,000 words

2006 Susana Poulson – Professional translator (Portugal)

Translation of text on company management sociology: "Keeping control in nonhierarchical organisations"

Certified proofreading of a Portuguese translation in the herbicide field

English-Portuguese

Total number of words: ~3,250 words

2003 - 2004 Brand & Advise - Design Consulting (Portugal)

Sub-client: Altis hotels

Translation and proofreading of publicity campaign (brochures)

Portuguese – Spanish

Total number of words: 1,360 words

2002 MMartins – Design, Arts and Services (Portugal)

Translation of Encyclopedia Chapters (General)

English - Portuguese

Total number of words: ~3,000 words