

CURRICULUM VITAE



PERSONAL INFORMATION

Name **TAVARES, Anne-Claire**
Address **224, Rua do Pinhal, Martinha, 2765-124, Estoril, Portugal**
Telephone **(351) 96 705 77 77**
E-mail **ac@studio224.com**

Nationality French
Date of birth 05-05-1963

DESIRED EMPLOYMENT/ OCCUPATIONAL FIELD

Translator English / French, Portuguese / French

WORK EXPERIENCE

- Dates From 2008
 - Name and address of employer CEQO, Tradução, Consultoria, Linguística e Ensino
 - Type of business or sector Translation company
 - Occupation or position held Freelance translator
 - Main activities and responsibilities English to French translations
 - Additional information
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- Dates From 2003
 - Name and address of employer Escola Técnica e Liceal Salesiana de Santo António (Estoril)
 - Type of business or sector Teaching
 - Occupation or position held Visual Arts teacher
 - Main activities and responsibilities Drawing lessons, painting and crafts making
 - Additional information At the site of Escola Técnica e Liceal Salesiana de Santo António (www.salesianos.pt/estoril), in the *Artes Plásticas* section, the work of my students can be seen
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- Dates From 2002 to 2004
 - Name and address of employer Ludosafe, Ludoteca, Estudos e Centros Livres (Parede) (After school center)
 - Type of business or sector Teaching
 - Occupation or position held Co-founder of the teaching centre
 - Main activities and responsibilities Administration, head of the Arts department, support classes for kids till 6th grade, French classes till 12th grade
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- Additional information Responsible of the website of the portuguese cat rescue society, GVC, Grupo de Voluntários de Cascais (www.grupovoluntarios.org), official photographer of GVC animals.

- Dates From 2001
- Name and address of employer Web Designer / Painting and drawing
 - Type of business or sector Marketing / Design
 - Occupation or position held Designer
- Main activities and responsibilities Interfaces design, illustrations, html
 - Additional information Freelancer

- Dates From 2000 to 2001
- Name and address of employer Tactil Multimedia (this company doesn't exist anymore) (Lisbon)
 - Type of business or sector Computer business
 - Occupation or position held Designer
- Main activities and responsibilities Web design, illustration and interfaces, html
 - Additional information

- Dates From 1996 to 2000
- Name and address of employer TecniData
 - Type of business or sector Computer Industry
 - Occupation or position held Designer
- Main activities and responsibilities Editor of TecniData News magazine until 1997, designer of the company's website, from 1997 to 2000.
 - Additional information

- Dates From 1989 to 1996
- Name and address of employer Radio Paris Lisboa (now Radio Europa FM) (Lisbon)
 - Type of business or sector News industry
 - Occupation or position held Journalist
- Main activities and responsibilities Journalist, reporter, interviews, radio shows, videos dubbing, translations
 - Additional information

EDUCATION AND TRAINING

- Dates 2001/2002
- Name and type of organization providing education and training Sociedade Nacional de Belas Artes, Lisbon
- Principal subjects/occupational skills covered Life drawing

- Dates 1985/1987
- Name and type of organization providing education and training Ecole Supérieure de Journalisme (Paris)
- Level in national or international classification Degree (2 year course) of Ecole Supérieure de Journalisme

- Dates 1985
- Name and type of organization providing education and training Paris Sorbonne IV University (France)
- Level in national or international classification Master's Degree in French

PERSONAL SKILLS AND COMPETENCES

MOTHER TONGUE **FRENCH**

OTHER LANGUAGES

- Reading
- Writing
- Speaking

PORTUGUESE

excellent
good
excellent

- Reading
- Writing
- Speaking

ENGLISH

excellent
good
good

SOCIAL SKILLS AND COMPETENCES

- Good at teaching Art to kids (Ludosafe and Escola Técnica e Liceal Salesiana de Santo António)
- I have been volunteering since 2006 at a local cat shelter and doing team work (Grupo de Voluntários de Cascais)
- I have worked for Mac Donald's in France from 1983 to 1985)

ORGANIZATIONAL SKILLS AND COMPETENCES

- Used to team work (for customers of TecniData, of Sair da Casca e for the Grupo de Voluntários de Cascais)
- Conception of artistic projects for kids (Ludosafe e Escola Técnica e Liceal Salesiana de Santo António)

TECHNICAL SKILLS AND COMPETENCES

Competent with the following softwares: Photoshop, Corel, Illustrator, Dreamweaver, Fireworks, Freehand, Word, Excell

ARTISTIC SKILLS AND COMPETENCES

Watercolour paintings and portraits drawing (check my site www.studio224.com)
Photography of cats (check the following website www.grupovoluntarios.org)

OTHER SKILLS AND COMPETENCES

Designing and maintenance of several internet websites

DRIVING LICENCE

Model B

ADDITIONAL INFORMATION

- Check the website of Escola Técnica e Liceal Salesiana de Santo António (www.salesianos.pt/estoril), in the *Artes Plásticas* section to see the work of my students