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| PERSONAL INFORMATION | André Manuel Monteiro da Costa  Rua Comendador Rainho 1033 4º esq.  3700-232 São João da Madeira (Portugal)  T: (+351) 919508929 | E: andre.costa.sjm@gmail.com  Sex: Male | Date of birth: 30.08.1990 | Nationality: Portuguese |

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| WORK EXPERIENCE |  |

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| 11 Abr 2015 – Present | Freelance Translator  English to Portuguese  Translation of subtitles for TV Shows. |
| 3 Mar 2014 – 10 Abr 2015 | Marketing and Sales  EPL - Soluções Industriais, Lda., São João da Madeira (Portugal)  *Curricular Internship from 3 Mar 2014 to 4 Aug 2014*   * Writing, editing and translation of technical articles for publishing in a journal and in the company's website​; * Writing promotional content, such as presentation emails, news and invitations for trade shows; * Prospecting and developing the business (organizing lists of potential customers, making the first contact, scheduling and preparing presentation meetings); * Sales activities (managing a portfolio of customers, maintaining contact with customers, sending business proposals, providing support and information about products); * Being a communication link between the customer and the technical support (report any issue to the technical department and get back to the customer with a solution). |

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| 6 Oct 2008 – 29 May 2009 | Warehouse and Factory Worker  Sinflex, São João da Madeira (Portugal)   * Machine Operator / Manufacturing * Handling and Shipping Orders |

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| EDUCATION |  |

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| 17 Sep 2012 – 11 Dec 2014 | Master’s Degree in Languages and Business Relations (EQF level 7)  University of Aveiro, Aveiro (Portugal)   * Assistance of senior management bodies and business decision in inter and multi-cultural contexts; * Assistance of activities related to advertising and communication; * Coordination of communication in business and/or institutional organizations; * Coordination of socio-professional initiatives in institutions and/or businesses; * Creation, organization and dissemination of events, such as conferences, seminars and professional meetings; * Assistance / Coordination within the representational activities. |

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| 14 Sep 2009 – 23 Jul 2012 | Bachelor’s Degree in Applied Languages (EQF level 6)  University of Minho, Braga (Portugal)   * Communication and writing in foreign languages; * Translation (General or Technical); * Corporate communication; * Subtitling; * Interpretation. |

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| VOLUNTEER EXPERIENCE |  |

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| 12 Dec 2011 – 16 Dec 2011 | Team Guide in the 2nd European Universities Taekwondo Championship 2011 at the University of Minho  Guide and Interpreter of the Cyprus delegation during the competition. |

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| 17 Oct 2011 – 18 May 2012 | Vice-president of the Group of Applied Languages Students of University of Minho  Creation and management of a website dedicated to the activity of the Group of Students;  Management of human resources for different activities;  Promotion and execution of conferences, workshops, meetings and other activities. |
| PERSONAL SKILLS |  |

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| Languages | Portuguese – Native  English (C1) – Fluent  German (A2) – Basic Knowledge  French (A2) – Basic Knowledge  Japanese (A1) – Very Basic Knowledge |

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| Communication skills | * Team work capabilities gained with the Group of Applied Languages Students of the University of Minho, as well as a professional with the activities developed in EPL; * Good communication skills in a foreign language gained during the 2nd European Universities Taekwondo Championship 2011, working as a Team Guide; * Good communication skills with customers and within business environments, gained with all the activities developed in EPL, as a Marketing and Sales professional. |

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| Organisational / managerial skills | * Organisation skills and project management capabilities gained as the Vice-President of the Group of Applied Languages Students of the University of Minho; * Organisation skills in a corporate environment gained in EPL; * Management skills by supporting and accompanying customers in EPL. |

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| Computer skills | * Mastery of the Microsoft Office software (Word, Excel and Powerpoint) * Mastery of the translation tool OmegaT * Mastery of the subtitling tool Subtitle Workshop * Good knowledge of translation tools SDL Trados, Wordbee and MemoQ * Basic knowledge of Adobe Dreamweaver (HTML, XML and CSS) |

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| EXTRACURRICULAR ACTIVITIES |  |

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| Language Courses | Japanese Course (A1 Level from the CEFRL) at the University of Minho (2009-2011) |

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| Workshops | "Audiovisual Translation/Game Localization" at University of Minho (Days of Applied Languages 2011)  Intensive ERASMUS Programme "Mne-GIC: Intercultural Mnemo-Graphy - Portugal, Italy and Germany in transmedial representations" at the University of Minho (2011) |

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| Attended Conferences | 1st International TransMedia Portugal Meeting at the Institute of Accounting and Administration of Porto (2012);  Days of Applied Languages at University of Minho (2010/2011);  Interdisciplinary Colloquium "Intercultural Mnemo-Graphy" at University of Minho (2010);  Day of European Languages and Literature at the University of Minho (2010);  Days of German Culture at the University of Minho (2009). |