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

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| WORK EXPERIENCE |  |

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| 11 Abr 2015 – Present | Freelance TranslatorEnglish to PortugueseTranslation of subtitles for TV Shows. |
| 3 Mar 2014 – 10 Abr 2015 | Marketing and SalesEPL - 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 WorkerSinflex, 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 MinhoGuide 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 MinhoCreation 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 – NativeEnglish (C1) – FluentGerman (A2) – Basic KnowledgeFrench (A2) – Basic KnowledgeJapanese (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). |