Carlos Costa Cox

Brazilian, single, age 34

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objectives

To apply my talents by performing duties professionally, efficiently and on time. My personal goal is to secure myself financially to support an active commitment to social causes.

Education

* [Social Communications: Journalism](http://www.pucminas.br/ensino/graduacao/graduacao_cursos.php?&pagina=17&curso=35) – Pontifical Catholic University of Minas Gerais – 7º semester (current)
* [Game Development](http://www.pucminas.br/ensino/graduacao/graduacao_tecnologica.php?&pagina=2369&curso=158) – Pontifical Catholic University of Minas Gerais – 3º semester (discontinued)

Professional EXPERIence

* **3 years (Jul/2015 - Current) Freelance Translator**

**Position:** English – Portuguese Translator/Reviewer/Interpreter

**Activities:** Proofreading, commenting, evaluating voice overs, translating, subtitling,

consecutive interpreting, voice acting.

**Projects:** Consecutive interpreting of business meetings, translating documents and bank statements for immigration purposes, translating results of surgical biopsies, translating heavily technical features of photographic equipment for sale on specialized websites, translating the service agreement of a financial consulting firm, translating over a thousand video summaries for various websites, translating, subtitling and time coding videos for a packaging company, proofreading translations for the subsequent dubbing of NASA’s Kennedy Space Center tour videos, translating an academic paper about slavery for the UN Commission on Human Rights.

* **2 years (May/2013 to May/2015) – Hotel Ibis Budget Afonso Pena**

**Position:** Bilingual Receptionist  
**Activities:** Checking in guests, product sales, issuing and verifying reports, handling unforeseen complications,

making reservations, taking responsibility for the integrity of the property and image of the company.

* **1 year (Aug/2012 to Aug/2013) - Park Idiomas - Belo Horizonte**
* **Position:** Licensed English Teacher

**Activities:** Teaching English through the Park method which is focused on conversation and the expansion of vocabulary by image association and the exclusive exercise of the language in class. Individual or group classes for students of ages 20 and up.

* **3 months (May/2012 to Jul/2012) - DGOODS: Compras Inteligentes (**[www.dgoods.com.br](file:///D:\Desktop\My%20Documents\www.dgoods.com.br)**)**

**Position:** Public Relations Journalist

**Activities:** Daily electronic clipping, managing the mailing list, contacting sources e following up, writing and sending press releases, articles, piece suggestions, locating pictures and taking photos, making contact with reporters and editors in all media, posting updates in social media, communications planning and sharing marketing input.

* **3 years (Aug/2007 to Jul/2010) – OuterSpace Media (**[www.outerspace.com.br](http://www.outerspace.com.br/)**)**  
  **Position:** Web Journalist Specialized in Electronic Entertainment  
  **Activities:** Collecting, translating, verifying and writing news, editing, and publication of videos, contacting

foreign sources, collecting and editing images, data entry in the website system, uploading

files to the server, evaluating recently released games and writing specialized game reviews.

* **5 months (Sep/2005 to Jan/2006) – UseInternational (**[www.useinternational.com](http://www.useinternational.com/)**)**  
  **Position:** Assistant Programmer  
  **Activities:** Pre-Programming the code structure of the website (a network for service providers and customers) using HTML in CSS (Cascade Style Sheets)

Additional ActiviTies And Qualifications

* **Translator Certification**: [DBB’s Translator Training Course](http://www.dbb.com.br/cursos/trad_distancia.htm) - acknowledged by Abrates, Sintra, and ATA.
* **Voice Training for Radio Broadcasting:** Administered by a specialist for one semester for the Journalism course at the PUC-MG College.
* **Complete Fluency in English:** Lifelong certificate - Cambridge Proficiency English (CPE), American accent.
* **Acting Classes:** 2 years at Arnaldo High school and 1 year at Soma High school winning Best Play prize at the festival FETO 2000.