**Alberto Miguel Andrade Vieira**



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**ABOUT ME**

I have a Degree in Literature, a Diploma in Education for University Level and a Master in Literature Comparison, Translation Mention, at the Central University of Venezuela (UCV). I'm a Portuguese translator / Spanish / English I have more than 10 years of experience as a Portuguese teacher in Portuguese courses Foreign Language

(PLE) in Caracas-Venezuela and Online. I worked as an Editor, Editing Supervisor and editorial reviewer.

**WORK EXPERIENCE**

Translator freelance

***Intraword*** [2019 – Current]

- [www.intraword.com](http://www.intraword.com)

**Country**: India

**Name of unit or department**: Translation - **Business or sector**: Other service activities

Translate texts from machine manuals and other commercial areas as a freelance.

Editorial translator

***Editorial Lector Cómplice*** [2012 – Current]

- <http://www.lectorcomplice.com>

**City**: Caracas

**Country**: Venezuela

**Name of unit or department**: Translation - **Business or sector**: Arts, entertainment and recreation

Translation of literature from Spanish to Portuguese and from Portuguese to Spanish, and from English to

Portuguese and Spanish.

Modern languages teacher

***Superprof.pt*** [2017 – Current]

- <https://www.superprof.pt>

**City**: Paris

**Country**: France

- **Business or sector**: Education

To give private online lessons in Portuguese and Spanish to students who contact me through the website

Superprof.pt.

Modern languages teacher

***Verbalplanet*** [2018 – Current]

- <https://www.verbalplanet.com>

**Country**: United States

- **Business or sector**: Education

Portuguese and Spanish teacher online.

Modern languages teacher

***Tusclasesparticulares*** [2018 – Current]

- <https://www.tusclasesparticulares.com>

**Country**: Spain

- **Business or sector**: Education

Portuguese teacher online.

Vicepresident

***Foundation of Literary Studies Lector Cómplice*** [2011 – Current]

- <http://www.lectorcomplice.com>

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Arts, entertainment and recreation

Founder and Vice President

Book editor and project manager

***Foundation Biblioteca Ayacucho***

- <http://www.fundayacucho.gob.ve>

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Arts, entertainment and recreation

Supervise the editing of works at the publisher.

Proofreader

***Fondo Editorial IPASME***

- <http://www.ipasme.gob.ve/>

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Other service activities

Proofreading and correcting texts

Jury in Literature contest IPASME

***IPASME***

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Arts, entertainment and recreation

Read and select literary works and determine the prize winners.

Workshop coordinator

***Fondo Editorial IPASME***

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Education

Literature workshop lecturer

Portuguese Teacher

***Unidad Educativa Privada Nuestra Señora de Fátima*** [2007 – Current]

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Education

Professor of the Portuguese Language and Culture Course. Portuguese as Foreign Language.

Professor

***Instituto Universitário de Nuevas Profesiones (IUNP)***

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Education

Professor of the subjects Language and Communication, English and Ecology and Contamination.

Professor

***U.E. Colégio Nuestra Señora del Pilar***

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Education

English high school teacher.

Professor

***Instituto Universitário Politécnico Santiago Mariño***

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Education

Professor of Language and Communication.

Professor

***Universidad Pedagógica Experimental Libertador (UPEL)***

**City**: Caracas

**Country**: Venezuela

- **Business or sector**: Education

Professor of Philosophy, English and Oral and Written Skills

**EDUCATION AND TRAINING**

Degree in Literature

***Central University of Venezuela*** [2007]

**Address:** Caracas (Venezuela)

**Field(s) of study:** Arts and humanities

- Literature in general.

- Specialization in Linguistics, Literary Criticism, Literary Theory, Poetry and its application to all studies of artistic manifestations.

Diploma in Teacher Training and Improvement

***Central University of Venezuela***

**Address:** Caracas (Venezuela)

**Field(s) of study:** Education

Speciﬁc skills in preparing courses, study curricula and instructional designs.

Master in Comparative Literature

***Central University of Venezuela*** [Current]

**Field(s) of study:** Arts and humanities

Comparative, diachronic and synchronic studies of literary works, mainly in the ﬁeld of translation.

**LANGUAGE SKILLS**

Mother tongue(s):

**Portuguese , Spanish**

**English**

**LISTENING:** C1 **READING:** C1 **WRITING:** C1

**SPOKEN PRODUCTION:** C1

**SPOKEN INTERACTION:** C1

**Italian**

**LISTENING:** B2 **READING:** B2 **WRITING:** B1

**SPOKEN PRODUCTION:** B1 **SPOKEN INTERACTION:** B1

**French**

**LISTENING:** B2 **READING:** B2 **WRITING:** B1

**SPOKEN PRODUCTION:** B1 **SPOKEN INTERACTION:** B1

**COMMUNICATION AND INTERPERSONAL SKILLS**

**Communication and interpersonal skills**

Good communication skills acquired through experience as a salesman in shops. Experience in public attention.

Excellent group mastery skills acquired over ten years as an English and Portuguese language teacher, and literature, and literature workshops.

**DIGITAL SKILLS**

**Microsoft PowerPoint / Microsoft Word / Google Drive / Microsoft Excel / Outlook / Microsoft Oﬃce / Skype / Zoom / Google Docs / Social Media / Facebook / Instagram / LinkedIn / Twitter / Power Point / Written and Verbal skills / Organizational and planning skills / Good listener and communicator / Internet user / curious / Decision-making / Presenting / Motivated / Conﬂict resolution / WhatsApp / Creativity / ﬂexible / G mail / Empathic listener / Flexibility / Responsibility / Management and use of social networks / Analysis of social networks / Use of social networks LinkedIn Facebook WhatsApp Instagram TikTok Snapchat / Good knowledge of Social Networks / Good use of social networks / Autonomous use of social networks and communication platforms**