**Alexandra Alexandre**

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**Freelance Bilingual Interpreter/Translator: PT-EN/EN-PT, CRB checked, DPSI/Level 3, Phone/Face-to-Face, NHS, Local Government, Social Services, Housing, Probation Office, Jobcentre, Immigration, Creative Writing, Anthropology, Sciences. Member of NWTN. Proz.com**

I am a Portuguese national, educated to Masters level, residing in the UK for the last eleven years. I possess excellent knowledge of written and spoken English and am also able to understand regional accents. I adjust easily to new working environments and work well under tight schedules. I am punctual and a good communicator. I am currently working as a freelance interpreter and translator, looking for further work in these areas, whilst awaiting the results of the DPSI (Legal Pathway) qualification.

**Professional Experience**

**Freelance Interpreter:**

*Mar 2015-present*: Global Accent

*Jan/Feb 2015-present:* Language Direct, Beacon Languages

*Mar/Apr 2014- present:* The Big Word, Capita TI, Convocco UK Ltd

*Jan 2014- present:* D A Languages, Pearl Linguistics

*Dec 2013- present:* Prestige Network Ltd

*Sep 2013-present*: Language Connect

*May 2013 – present*: Language Line Solutions Ltd

**Volunteer Translator** (international news articles)

*Aug – Oct 2013:* Global Voices

**Law / Academic Liaison** **Library Assistant:**

*Nov 2006 - Dec 2011:* The University of Liverpool

* Assisting / answering queries (staff, students and the general public) making use of customer care skills, within both user services and academic liaison environments
* Data entry / database use: purchasing of books, electronic and audio-visual materials; creation of reading lists
* Library literacy workshop sessions for international students
* Conducting library tours (general & law specific) for national and international students
* Use of language skills in direct personal interaction or by email/phone.

**Weston Discovery Centre Assistant:**

*Dec 2005 - Apr 2006:* World Museum Liverpool

* Conducting demonstrations and interactive workshops for the visiting public, of all ages

**Special Exhibition Assistant:**

*Sep 2004 - Jun 2005:* Museum of Science and Industry in Manchester

* Presenting / conducting forensic archaeology workshops – related to exhibition themes – to school groups and general visiting public
* Demonstrations and exhibition room assistance to the public.

**Museum Assistant:**

*Jul 2000 - Dec 2003:* Pavilion of Knowledge Living Science, Lisbon, Portugal

* Exhibitions demonstrator: conducting workshops/museum tours for school groups and genreal visiting public
* Conducting museum surveys to the visiting public, Portuguese and International
* Data entry / data analysis using SPSS
* Interpreter between British/Portuguese teams of technicians working together in exhibition assembly
* Translating / editing of exhibition material from English to Portuguese.

**Academic Qualifications**

**Master of Arts in Science Fiction Studies**

*Sep 2008 – Dec 2009:* The University of Liverpool

Dissertation Title: *(Dis)Illusions of Power: Futuristic City Environments in Early 20th Century Utopian & Dystopian Science Fiction*

**Anthropology Degree Graduate (*Licenciatura*)**

*Oct 1996 – Feb 2002:* Universidade Nova de Lisboa, Faculty of Humanities & Social Sciences

Dissertation Title: *Forms of Science Interaction – A Case Study at the Pavilion of Knowledge – Living Science*

**Geologic Engineering Studies**

*Oct 1991 – Jun 1996:* Universidade Nova de Lisboa, Faculty of Sciences & Technology

[General modules attended: Geology, Mineralogy, Stratigraphy, Topography, Palaeontology, Hydrology, IT, Maths, Chemistry, Physics]

**Other Qualifications**

**DPSI (Legal Pathway) course** (currently awaiting exam results)

**Level 3 Interpreting course** (Pass)

*Feb 2014 – Jun 2014*: The City of Liverpool College

**I.E.L.T.S. certificate** (academic, level 8)

*Jul 2007*: The University of Liverpool

**Professional Development Certificate: Astronomy – The Science of Science Fiction** (75%)

*Mar 2007 – Jul 2007*: John Moores University

**E.C.D.L. Certificate** (100%)

*Sep 2006 – Jul 2007*: Liverpool City Council, Adult Learning Service

**Interests and Hobbies**

My passion for books finds its expression not just in reading but also in writing. I attended three creative writing short courses at the University of Liverpool. I love science, cinema and science-fiction; I have a keen interest in current affairs. My free time is mostly taken by writing short stories and flash fiction (some published online). I love learning new things; listening to music, blogging, social networking, photography, exercise and nature walks. And occasional cooking!

**References:** Available on request.