

CURRICULUM VITAE



1. IDENTIFICATION

Name: Ana Maria Lopes Pinto Gouveia Pereira

Address: Rua do Caneiro, 246 – Casa 2, 4435-141 Rio Tinto

Mobile: 935033326

E-mail: anamg_pereira@hotmail.com

2. PROFESSIONAL EXPERIENCE

January 2021 – Translation Marketing articles as a freelance translator subcontractor

December 2020 until now – Transcription and other tasks - Neevo

November 2020 - Translation French to Portuguese for European Union – 7000 words

October 2020 – Transcription in Portuguese for Pactera

Since June 2020 – teaching Portuguese to an English-speaking immigrant (remote)

Occasionally (since 2019) – Lionbridge voice recognition projects (remote)

Occasionally (since 2019) – Translation work as a freelance translator subcontractor

November 1985 to January 2019 - Sonae Group

- Quality Assurance Tester
- Operational Management for Front Office Support; Business Support
- FO Operations - Supervision of Store Processes
- Development and Support of Checkout Section (including Opening stores/Expansion to Spain).
- Internal training – over 5000 hours

3. ACADEMIC QUALIFICATIONS

Frequency of the 1st year of the Degree in Modern Languages and Literatures
(Portuguese - French)

French Institute of Porto (1979-1983)

4. ADDITIONAL TRAINING

Certified Trainer - CPP Nr. F 6224179/2014

Coaching training

Communication and Interpersonal Relationship, Time Management, Results-Oriented
Communication

English, Spanish

5. OTHER KNOWLEDGE

French (good), written and spoken; English (good), written and spoken; Spanish (good)
written and spoken.

Good computer knowledge (Windows, Word, Excel, Power Point, Outlook, Internet; ease
of adaptation to any software.

General knowledge of SAP (HR environment and Accounting in Sonae)