

Ana Claudia Pérez Coelho

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Nationality: Spanish

PROZ Profile: <https://www.proz.com/feedback-card/2461225>

KEY SKILLS

- Language: Portuguese: Bilingual (C2 EOI Ferrol, 2016)
Spanish: Bilingual (C2 Instituto Cervantes, 2009)
Germany: Advanced (C1 UAb. 2014 y EOI Vigo, 2009)
English: Upper-Intermediate (B2 G. Femxa Vigo, 2008)
Galician: Advanced (B2 Xunta de Galicia, 2004)

- Computer: MS Office: Access, Word, PowerPoint, Excel Proficient
Internet: E-mail, Web Surfing, Search Engine Proficient
CAT-Tools: SDL Trados Studio 2017, OmegaT, Across, MemoQ Proficient
InDesign CC 2017 Good

PERSONAL SKILLS

Person perfectionist, responsible, punctual and extremely organized with ability to work under pressure and self-motivation to achieve the objectives.

EMPLOYMENT

March 2018 – Februar 2020. These are some of the companies that I have worked as a freelancer:

Translaw (Germany):	Marketing Text (DE>ES; DE>PT)
GBS e.K. (Germany):	Operating Manual (DE>PT)
Arrow Translations (Macau):	Commercial Document (DE>PT)
Treeloc (Spain):	Commercial Information (DE>PT)
Traductanet (Portugal):	Marketing Information DE>PT(Pt)
BigBabbling (Spain):	E-commerce (ES>PT-Pt)
Oksana Peters Übersetzungsbüro:	Operating Manual (DE>ES; EN>ES)
Iter Translations (Spain):	Technical Information (EN>ES)
Lengoo (Germany):	Commercial Information (DE>ES)
Schröder (Germany):	Technical Information and Operating Manual (DE>ES)
Elinga (Germany):	Operating Manual (DE>PT-Pt ; DE>ES)
Meditranslation (Spain):	Operating Manual (DE>PT-Pt)
Boutique Translation (Luxemburg):	Legal documentation (DE>ES)
Traducciones BG (Spain):	General Technical Specifications (PT< >ES)
Capio Traductores (Spain):	Technical information in the field of rail transports (DE>ES)
RWS Moravia (Czech Republic):	Transcreation Work (EN>PT)

Intern in Portuguese Language Department

UMCS - Uniwersytet Marii-Curie Skłodowskiej/Instituto Camões, Lublin, Poland

2015 April - July

Organizing, teaching, and conducting of workshops about Portuguese language and culture.

Link UMCS: <https://www.umcs.pl/pl/2015.6803.staz-any-coelho-z-universidade-aberta-z-lizbony-w-umcs.25468.chtm>

Language Teacher (Portuguese and German)
Iria Flavia Consulting, Classgap, EDAI & Concorde Language School,
Based in Vigo and Ferrol, Spain
2010 September – 2016 July
Teaching of the Portuguese language

Logistic Manager
Precisgal Group, Vigo, Spain
2006 February – 2010 July
Coordination and management logistics.

EDUCATION

2016 - 2017
University of Córdoba (UCO), Spain
Master's Degree in Specialized Translation (English/French/Germany-Spanish)
Master's Thesis: *Public health brochures: a German-Spanish terminological and phraseological analysis*. Extraordinary Master Award in Specialized Translation – University of Córdoba, Spain (grade point average 9.5 of 10.0). Link to access: <https://helvia.uco.es/xmlui/handle/10396/18477>

2010-2014
University of Aberta de Lisboa (UAb), Portugal
Degree in Humanities – Portuguese Studies (German as second language)
Recognized qualification by the Spanish Ministry of Education, Science and Sport (MECD) in 2015.

CERTIFICATES & MEMBERSHIPS

Professional Member of ASETRAD (Spain) No.3142.
Corrección, estilo y variaciones de la lengua española – UAB, Barcelona, Spain, 2017.
Course for Training Spanish Teacher (ELE) – Instituto Hemingway, Bilbao, Spain, 2010.
Certification of Pedagogical Competence (CCP) – IEFPP, Braga, Portugal, 2010.
Diploma in Spanish as a Foreign Language (Advanced Level – C2) – Instituto Cervantes, Spain, 2009.
German Language Certificate (Medium Level – B2) – Universidade Aberta de Portugal, 2013.

PUBLICATIONS

Author of humanistic article entitled: "Aú, água fresca, água fresquinha": un análisis humanístico sobre la figura de los gallegos aguadores en Lisboa. *Revista Madrygal de Estudios Gallegos*, Universidad Complutense de Madrid, Spain, Vol. 21, 2019, ISSN1138-9664, ISSN-e 1988-3285 Link: <https://revistas.ucm.es/index.php/MADR/article/view/62600>

Author of humanistic article entitled: "O Palácio da Quinta das Águias na Junqueira – Histórias e memórias", 5ª edición - serie 2 for Scientific Magazine: "Cadernos do Arquivo Municipal da Câmara de Lisboa", Lisboa, Portugal, pp. 211-234, 2016, ISSN 2183- 3176. Link: <http://arquivomunicipal.cm-lisboa.pt/fotos/editor2/Cadernos/2serie/cad5/artigo06.pdf> and http://www.scielo.mec.pt/scielo.php?script=sci_arttext&pid=S2183-31762016000100008

Lexicographical revision for the Polish-Portuguese thematic dictionary *Slowinik tematyczny polsko-portugalski*, Wydawnictwo Uniwersytet Marii-Curie Sklodowskiej, 2015, ISBN 978-83-7784-764-0. Link: <http://wydawnictwo.umcs.lublin.pl/pic/2434.pdf> and <https://www.umcs.pl/pl/2016.8604.trzecie-wydanie-slownika-tematycznego-polsko-portugalskiego,32521.chtm>

Author of article in the educational book: "Ao Redor do Mundo: Leituras em Português, Vol. 2". Article "As duas beiras do Rio Minho", pp. 134-143, 2013. ISBN-13:9780984058020. Editorial Atlântico Books, New York, USA. Book used in the following universities: St. Mary's University; University of California Berkeley; Kennesaw State University; Universidade de Huelva (Spain); University of Illinois at Urbana-Champaign, Utah Valley University, Fort Sam Houston; SEFLA Languages.