

# CRISTIANE VERENKA

## ENGLISH <> BRAZILIAN PORTUGUESE TRANSLATOR

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## SUMMARY

Background includes teaching English as a Foreign Language and performing document translation services—excellent listening, writing, and communication skills with an organized and systematic approach. A great level of accuracy in English to Portuguese translations. Focused Translator with a highly developed understanding of the English language and culture. Skilled in quickly and accurately translating.  
Over 6 years of related expertise.

## EDUCATION

### State University of Ponta Grossa

Bachelor's Degree in Languages: Portuguese, English and literature  
2014-2018

### Faculdade Descomplica

Postgraduate Diploma: English translation  
2022-2023

## SKILLS

- **Multilingual Proficiency:** Advanced written skills and experience in translating English to Portuguese, and handling complex linguistic tasks
- **Detail-Oriented Proofreading:** Strong organizational and time-management skills ensure thorough and efficient error correction
- **Cultural Competency:** Exceptional communication and interpersonal skills enhance translation accuracy through deep cultural insights
- **Technological Savvy:** Ability to work independently and as part of a team, utilizing advanced translation tools and software
- **Educational Versatility:** Detail-oriented and capable of handling multiple tasks, adapting teaching methods for diverse learners
- **Collaborative Engagement:** Effective collaboration with stakeholders, supported by exceptional communication and advanced written skills

## CERTIFICATIONS

- CEFR-C2 Advanced English Level
- B2 - Intermediate Spanish Level
- Postgraduate Diploma in Neuroscience and Education Jan 2021- Nov 2021
- Microsoft Office
- Adobe Acrobat
- CAT tools

## PROFESSIONAL EXPERIENCE

### Translator

Freelancer | 2018 - Present  
Shri Ganpati Production PVT. LTD. | 2023 - Present

- Translation of miscellaneous documents and projects such as academic papers, general English, and educational content.
- Translation and transcriptions of videos- especially political content-related
- Proofreading services to spot and correct errors in punctuation, grammar, and translation
- Handling confidential documents and maintaining their proper organization
- Applying Brazilian cultural understanding to discern specific meanings beyond the written word
- Experience with CAT tools, dictionaries, websites, and proper translator instruments.
- Applied the modalities of interpretation and the practical elements of interpretation, as well as analyzing the linguistic aspects of translation relevant to the translation process
- Knowledge about audiovisual translation, subtitling, and dubbing

### English as a Foreign Language Teacher

Idiom House Carambéi | 2018 - 2023  
Company owner - Teacher Cristiane - Aulas de Inglês | 2024 - Present

- Working cooperatively with other teachers, administrators, and parents to help students reach learning aims
- Incorporated multiple types of teaching strategies into the classroom
- Teaching English for Specific Purposes: A job interview, airport, and travel vocabulary, and many other purposes.
- Participated in workshops and courses to improve language and teaching methods
- Developed and administered tests for students to measure academic proficiency and understanding
- Supported student's physical, mental, and social development using classroom games and activities
- Graded and evaluated student assignments, papers, and coursework
- Teaching all levels and ages