



Personal Information

Surname(s) / Name(s) de Jesus Pinto Marques Florbela Mónica  
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Nationality Portugal  
Date of Birth 8th August 1973  
Sex Female

Desired employment / Occupational field Translation, revision and text edition, proofreading, localization  
Areas of Expertise General Sciences, Physics, Chemistry, Construction, Finance, Academic Terminology, Literature.  
Works of science divulging (physics, biology, computer science, mathematics, philosophy); scientific papers (physics, chemistry, education sciences); support material for lectures of Master's Degree/Doctorate Program in Chemistry/Multimedia/Science Teaching, University of Porto; site of the Faculty of Sciences, University of Porto; site and informatic system (Nónio), University of Coimbra; site of company in the construction field; certificates of conformity and inspection of company in the metal industry field.

CAT Tools: Trados 2011, Multiterm, MemoQ, OmegaT, Olifant, Wordfast.

Work Experience

Dates March 2014 till present  
Occupation or position held Translator/Proofreader/Editor English- Portuguese  
Main activities and responsibilities Translation, proofreading and editing of Linguee web dictionary entries  
Name and address of employer Linguee  
Dates April 2014  
Occupation or position held Translator English - Portuguese  
Main activities and responsibilities Translation of certificates of conformity and inspection of company in the metal industry field  
Name and address of employer Outsourcing  
Dates February 2014  
Occupation or position held Translator Portuguese – English  
Main activities and responsibilities Translation of website of company in the construction field  
Name and address of employer CH - Decormar  
Dates January to March 2014  
Occupation or position held Translator English - Portuguese  
Main activities and responsibilities Translation of the book For the Love of Physics by Walter Lewin  
Name and address of employer Gradiva  
Dates September to December 2013  
Occupation or position held Translator, Master's Degree Curricular Internship  
Main activities and responsibilities Translation of Nónio System Contents  
Name and address of employer Academic Management Services, University of Coimbra  
Dates November 2013  
Occupation or position held Translator English - Portuguese  
Main activities and responsibilities Translation of the book The Beginning of Infinity by David Deutsch  
Name and address of employer Gradiva  
Dates 2014 till present  
Occupation or position held Translator English – Portuguese; Portuguese - English  
Main activities and responsibilities Translation of scientific papers, support material for lectures, website of Master's Degree/Doctorate Program in Chemistry/Multimedia/Science Teaching  
Name and address of employer Faculty of Sciences, University of Porto  
Dates 2013  
Occupation or position held Translator  
Main activities and responsibilities Translation of thesis abstract on Criminal Law  
Name and address of employer Private client  
Dates 2010 - till present  
Occupation or position held Translator English – Portuguese, Portuguese - English and proofreader  
Main activities and responsibilities Translation and proofreading of commercial and marketing documents  
Name and address of employer ISC: Louis Vuitton, Hugo Boss, Calvin Klein, Rolex, Ferrari, Porsche, Nespresso  
Dates 2000 - 2010  
Occupation or position held Translator English – Portuguese; assistant  
Main activities and responsibilities Secretariat and Consultancy to Professor Doctor Carlos Fiolhais  
Collaboration on the website "Mocho", "Softciências", University of Coimbra  
Translation and secretariat at Computational Physics Center, University of Coimbra  
Secretariat and translation (Physics Gazette), Portuguese Physics Society  
Name and address of employer Physics Department, University of Coimbra, Portuguese Physics Society  
Dates May 2002  
Occupation or position held Translator English - Portuguese  
Main activities and responsibilities Translation of the book Nine Crazy Ideas About Science by Robert Ehrlich  
Name and address of employer GRADIVA

Education and Training

Dates 2013 - 2014

Principal subjects / occupational skills covered Master's Degree in Translation, Faculty of Arts and Humanities, University of Coimbra (THESIS, "The Translator, English, and the Projection of Academia: A LOVE STORY (?)"). Final Assessment: 18. Final GPA: 17.

Dates September to December 2013

Principal subjects / occupational skills covered Curricular Internship at the Academic Management Services, University of Coimbra: translation of the informatic system Nónio.

Dates 2012 - 2013

Principal subjects / occupational skills covered 1st Year of Master's Degree in Translation, Faculty of Arts and Humanities of the University of Coimbra. Translation of Portuguese/English/Portuguese; Informatics Applied to Translation; Technical Translation (Biomedics, Law); Literary Translation; Translation Theory; Advanced Writing Techniques; Methodology. Final GPA: 17.

Dates September 1999 - June 2000

Title of qualification awarded Pedagogic Internship

Principal subjects / occupational skills covered Pedagogic Internship, accreditation by the Ministry of Education and by the Ministry of Labour and Solidarity as Trainer

Organization providing education and training Ministry of Education, School E B 2, 3, Carlos de Oliveira, Febres, Cantanhede

Level in national or international classification Professional Qualification for Lectureship; 15/20 GPA

Dates 1991 - 1998

Title of qualification awarded Bachelor's degree in Modern Literatures and Languages, Portuguese and English Studies - Educational Emphasis, Faculty of Arts and Humanities of the University of Coimbra

Principal subjects / occupational skills covered Bachelor's degree in Modern Languages, Portuguese and English Studies - Educational Emphasis

Organization providing education and training Faculty of Arts and Humanities of the University of Coimbra

Level in national or international classification Bachelor's degree and Pedagogic Internship (Pre-Bologna) 13/20 GPA

#### Other Training

Dates

2013/2014

Principal subjects / occupational skills covered Workshop of "Scientific Divulging Writing" (6h), by Doctor António Piedade. Physics Department, University of Coimbra; Casa da Escrita.

Open Lecture "Cinema and Literature", by Prof. Doctor Abílio Hernandez Cardozo, Faculty of Arts and Humanities, University of Coimbra.

Training Course "ISTRION BOX", statistical translation (4h), Faculty of Arts and Humanities, University of Coimbra.

Training Course "Subtitling" (4h), Faculty of Arts and Humanities, University of Coimbra.

Congress "Identity(ies): a multicultural approach" (2 dias), Coimbra Group, Faculty of Arts and Humanities, University of Coimbra.

Open Lecture "Faraday's Candle", specialist translators of the Chemistry Department, University of Coimbra; Faculty of Arts and Humanities, University of Coimbra.

Dates 1992

Principal subjects / occupational skills covered Congress of Anglo-American Studies, Faculty of Arts and Humanities, University of Coimbra

#### Personal skills and competences

Mother Tongue(s) Portuguese

Other language(s)

Self-assessment		Understanding		Speaking	Writing	Spoken interaction		Spoken Production			
European Level (*)		Listening	Reading	Spoken	interaction						
English	C2	Advanced User		C2	Advanced User		C2	Advanced User	C2	Advanced User	C2
Spanish	Advanced User										
	B1	Independent User		B1	Independent User		B1	Independent User	B1	Independent User	B1
Italian	Independent User										
	B1	Independent User		B1	Independent User		B1	Independent User	B1	Independent User	B1
French	Independent User										
	A2	Basic User A2		Basic User A2		Basic User A2		Basic User A2		Basic User	
German	A1	Basic User A1		Basic User A1		Basic User A1		Basic User A1		Basic User	
(*) Level of the Common Frame of Reference (CEFR)											

(\*) Level of the Common Frame of Reference (CECR)

Personal skills and competences Erasmus Mobility Program in Cork, Ireland, 1996/1997

Organizational skills and competences Parent Representative, Secondary School EBS Quinta das Flores (2014/2015)

Assembly President of Public Institution Social Security, CASPAE, Coimbra

Student Representative of the Master's Degree in Translation

Parent Representative, Primary School EB 1 Quinta das Flores (2013/2014)

Participation in several activities from the Annual Plan of School Activities, School E B 2, 3 Carlos de Oliveira, Febres, Cantanhede, including adaptation and production of the play À Beira do Lago dos Encantos, performed at the school year's closing ceremony, 1999/2000.

Computer skills and competences Basic computer knowledge of Office; Word, Excel, PPT, Adobe Reader, Foxit Reader, Internet, Data Base, e-learning, SIGO; CAT Tools: Trados 2011, Multiterm, MemoQ, OmegaT, Olifant, Wordfast.

Artistic skills and competences Classic Guitar, Quinta das Flores, 2012/2013.

Poetry Slam, Coimbra, as poet, 2012.

Coro Misto (Choir) of the University of Coimbra

Poetry Workshop of the Faculty of Arts and Humanities of the University of Coimbra, 1998/1999.

International Poetry Meeting, Faculty of Arts and Humanities of the University of Coimbra, as poet and secretary, 1999.

Poem publication in contemporary poetry anthologies, 1998 - 1999.

Poem publication in local newspaper, 1999.

Drama Training Course, University Theater Group CITAC, 1995/1996.

Other skills and competences Participation in dog training, obedience, and agility competitions, 2002 - 2004.

Driving License B