

Heloisa Xavier

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PROFESSIONAL SUMMARY

Trained and qualified translator, editor and proofreader with experience in Education, Tourism, Marketing, IT, technical and Medical fields.

Translation Project Manager

Native Brazilian Portuguese.

Fluent English and Spanish.

Basic Italian (currently studying it).

EDUCATION

1996 – 2000 English and Portuguese Letters. Rio Grande do Norte's Federal University - (Bachelor's degree)

2000 - 2003 Certified English > Brazilian Portuguese Translator – Rio Grande do Norte's Federal University – (minor program)

TRAINING

56th Annual Conference ATA, Miami, Florida, USA – 11/15

54th Annual Conference ATA, San Antonio, Texas, USA – 11/13

53rd Annual Conference ATA, San Diego, California, USA – 10/12

51th Annual Conference ATA, Denver, Colorado, USA – 10/10

50th Annual Conference ATA, NY, USA – 10/09

Computer Tips and Resources for Translators, Córdoba, Argentina – 08/08

Argentine ProZ.com Conference, Cordoba, Argentina – 08/08

WORKING EXPERIENCE

From 2000 – present

Freelance translator for institutions/companies such as:

TRANSLATION BACK OFFICE (Córdoba, Argentina)

ALBOUM (VA, USA)

UNI (RN, BRAZIL)

FARN University (RN, BRAZIL)
LANGUAGE SCIENTIFIC INC (MA, USA)
CORPORATE TRANSLATIONS (CT, USA)
MCGRAW-HILL EDUCATION (NY, USA)
BRACKET (PA, USA)
AMERICAN ASSOCIATION FOR CLINICAL CHEMISTRY (Washington, USA)
GLOBAL ACCENT TRANSLATION SERVICES (Colorado, USA)
LANGUAGE BRIDGERS (Colorado, USA)
THE TYPESETTER (Buenos Aires, Argentina)
AUSTRALIS (Rosario, Argentina)
STILLMAN (Córdoba, Argentina)
TRANSLATION CORNER. (Buenos Aires, Argentina)
OCEAN TRANSLATIONS (Rosario, Argentina)

CAT TOOLS / TRANSLATION RELATED SOFTWARE

Windows 10
SDL - Trados Studio 2019
MemoQ
Smartling
Xbench
Plunet
Memsource
Wordfast

PAYMENT METHOD

PayPal
Bank transfers to Argentina, Brazil or Spain