

# Jesus Oswaldo Moniz De Sousa

Date of birth: 30 October 1984  
Rua Ary dos Santos,  
Lisbon, Portugal  
Phone: + 351 214 090 812  
Cell: + 351 916 839 570  
Email: [jesusdsousa@gmail.com](mailto:jesusdsousa@gmail.com)

## EDUCATION

September 2002-  
July 2007

### **LLB – Degree in Law – pre Bologna's reform**

Specialized in the legal-economic field; main subjects were Economics, Corporate Law and EU Law.  
University of Coimbra Law School

September 2014  
– July 2016

### **Master in Translation**

University of Lisbon – Faculty of Humanities

## LANGUAGES

Mother languages: Portuguese (Proficiency) – C2  
Spanish (Proficiency) – C2  
English (advanced) – C1  
French (Basic) – B1  
Member of *APT* (Portuguese Translators Bar)

## PROFESSIONAL EXPERIENCE/EMPLOYMENT

2015 - To  
Present

### ***Banco de Portugal* (Central Bank of Portugal)**

#### **Research Supervisor/ Legal Consultant in the Legal Enforcement Department**

- Responsible for the procedure regarding the application of penalties in the banking and finance themes.
- Analysis, preparation and drafting of information, reports and studies regarding to the fields of legal enforcement and administrative sanctions.
- Contact with financial and monetary policies, studies and statistics, emission and treasury and payroll systems by the Portuguese Central Bank.

2007- To  
Present

### **Translator in the Portuguese, Spanish and English Languages (Translator)**

Translator for the Court of Justice of the European Union (SP-PT)

Translation and retroversion of various official and non official documents, such as, public wills power-of-attorneys, lawsuits and judicial sentences for various entities, from Lawyer Firms, Legal Authorities, Judicial Courts and world renowned companies; and translation of applicant documents for public acquisition procedures.

Translation of presentations and bulletins in diverse areas.

2010 - 2015

### ***Banco de Portugal* (Central Bank of Portugal)**

#### **Research Supervisor/ Legal Consultant for Human Resources**

- Analysis, preparation and drafting of information, reports and studies related with everything in the human resources field, labor process, and a broad range of work contracts and work relations and social insurance; preparation and drafting of requirements and official documentation; analysis and

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production of contracts, requirements, procedures, manuals and other official documents.  
- Analysis, preparation and drafting of studies, presentations, information and reports related with public acquisition procedures.  
- Assistant of the Ethics Advisor of Banco de Portugal; preparation, drafting and enforcement of the Banco de Portugal Code of Conduct and the Board of Director's Code of Conduct.

## **Macedo Vitorino & Associates (Law firm)**

2007-2010

**Lawyer** – (Member of the Lisbon Bar Association).

- Legal Departments of labor and real estate and town planning and collaboration with others departments as energy, commercial and companies law and tax.  
- Preparation and drafting of requirements for the various entities and lawsuits, analysis of contracts, requirements, procedures, manuals and other official documents; production of studies, presentations, information and reports related with licenses and administrative authorizations, public acquisition procedures, horizontal property, labor process and work contracts; production of presentations.  
- Participation as a speaker in conferences with various themes coherent to the specialization areas.  
- Translation and retroversion of different official and non official documents, such as, public wills, power-of-attorneys, contracts, lawsuits and judicial sentences, manuals, in relation to the Portuguese, Spanish and English languages.

## **IT AND OTHER QUALIFICATIONS**

Windows Vista and XP, Microsoft Office, Internet Explorer, SAP software, Livelink  
SDL Trados (Translation Tool).  
Valid driver's license (Type B- Portugal Driver's license)

## **APTITUDES AND SOCIAL COMPETENCE**

Great practical sense in work organization, information and structure; leadership capability and strategic vision of projects. Easiness in the assimilation of knowledge and in the execution of acquired knowledge; Leadership spirit.  
Sociable and determined spirit with special focus on developed human relations, prominent in the development of ideas.  
Team player and diligent supporter in the confrontation of ideas.  
Ambition and the need to acquire new knowledge; as such, the participation in various projects is frequent, of diverse nature.  
Sense of responsibility, never overlooking the position and responsibility that I retain in each specific moment.  
Great easiness to the adaptation to multicultural environments, developed from very early by a very close contact with two distinct cultures (Portuguese and Venezuelan, among others) and that became developed and consolidated in voluntary activities.