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|  | **Juliana** **Badin****English<->Portuguese Translator, Revisor and MT Post-Editor**Freelance professional translator with 10 years of experience, also as Project Coordinator, taking part in all steps of the translation process. Highly skilled, able to work in a fast-paced environment, with tight deadlines and high quality standards. |
|  **julianabmartin@gmail.com**  **julianabmartin  Porto, Portugal  913191135 / +55 21 998828903** |
| **LANGUAGES****Brazilian Portuguese****Native****English****Fluent****Spanish****Basic****TECHNICAL SKILLS****CAT Tools****MemoQ****SDL Studio****Wordfast****Smartling**00**Passolo**00 **Memsource**00**Other Tools****MS Office****Plunet****Photoshop****Subtitles Workshop****SOFT SKILLS*** Excellent communication skills, written and oral
* Problem-solving mindset
* Strong organization and multitasking skills
* Effective time management skills
* Capable of keeping focus, even when under pressure
* Good team worker
* Self-motivated
* Attention to detail
* Sound research skills
* Curious and eager to learn
* Adaptable
 | **WORK EXPERIENCE****Freelance Translator (Feb 2019 – Present)*** Provision of translation, proofreading and post-editing services for Translation Agencies and direct clients

**Project Coordinator (Sep 2017 – Jan 2019)****Flash Traduções*** Management of translation, revision, editing, subtitling and MT post-editing projects
* Selection and allocation of resources (translators/vendors, licenses, translation memories and glossaries)
* Quality Management (grammar and spell checking, QA and DTP)
* Organization and standardization of workflows
* Recruitment and training of new translators in the use of CAT Tools (MemoQ, Wordfast) and translation management system (Plunet)
* Creation of quotes, delivery of projects and follow-up with clients

**Translator and Proofreader (Aug 2010 – Aug 2017)****Flash Traduções*** Translation, proofreading and post-editing of administrative, technical, legal and academic texts, with specialization in Oil & Gas and IT/engineering.
* Formatting of documents
* Creation of glossaries

**EDUCATION****Master in Translation and Linguistic Services (2019 – 2021)**University of Porto**Bachelor in Languages – English and Brazilian Portuguese (2006 – 2010)**UFRJ – Federal University of Rio de Janeiro**High School with CTE in Information Technology (2002-2004)**IJE – Instituto Jesus Eucarístico**OTHER COURSES****Legal Translation** – **Specialization for Translators (2018-2019)**Daniel Brilhante de Brito**References available upon request** |