# RESUME

PERSONAL DATA

**Name:** Lais Padua Leite

**Address:** Rua Mariz e Barros, 62/204, Porto Alegre, RS, BRAZIL

tel: (55.51) 3381.1764 cel: (55.51) 982017744

**Marital Status:** Single

**Nationality:** Brazilian

**Academic Qualification:** Architect and Urbanist

**Current Occupation:** Freelance English teacher & Translator,

Portuguese teacher for Foreigners

**Languages:** English (fluent), German, French, Italian (basic)

**Email**: [lais\_leite@hotmail.com](mailto:lais_leite@hotmail.com) and [padua1956@globomail.com](mailto:padua1956@globomail.com)

MAIN CERTIFICATES

* Diploma in Architecture and Urbanism from FAUBC, Mogi das Cruzes, SP
* Basic English Course at UCBEU, SPaulo, SP
* Certificate of Proficiency in English from the University of Michigan, USA
* “Zertifikat Deutsch als Fremsprache” of German from the Goethe Institut, SPaulo, SP
* “Certificat d’Etudes Fondamentales” of French from Aliança Francesa, SPaulo, SP
* Certificate of Conclusion of “Word 7.0” course in SENAI by ABC Informatica, Porto Alegre, RS

COURSES ABROAD

* Exchange student by the “Youth for Understanding” Program in Colorado Springs, CO, USA
* Specialization Course in “Urban and Regional Planning in Norway” at the University of Oslo, Norway (in English)
* German course at the Goethe Institut of Düsseldorf, Germany

PROFESSIONAL EXPERIENCE

* Bilingual Receptionist (Port/Engl) at the International Concourse of Congonhas Airport for VARIG S/A, SPaulo, SP
* Architecture Trainee at COBRAPI S/A, SPaulo, SP
* Architect and Urban Planner at EMPLASA S/A, SPaulo, SP
* Temporary Architect in the Engineering Department of EBTC, SPaulo, SP
* English Teacher at SKILL English School, KING’s CROSS School and ASSET English Course and Portuguese for Foreigners, SPaulo, SP
* Eng>Port>Eng Interpreter for foreign executives from Hong-Kong in SPaulo, SP
* Portuguese classes to Mr. Takaaki Kitamura, from SONY Corporation
* English Teacher at Henry’s English Course for Executives, Porto Alegre, RS
* Eng>Port>Eng consecutive interpreter to foreign executives from Singapore for GETHAL S/A, Porto Alegre and Caxias do Sul, RS
* Technical translations and versions for the HMV (Hospital Moinhos de Vento) Superintendence, Porto Alegre, RS
* Interpreter between American executive consultants from HTI, Health Technologies International and the HMV, Hospital Moinhos de Vento, Porto Alegre, RS – for the building of new medical complex of offices and oncology treatment center.
* Private English classes to a group of managers from “Laboratório Weinmann”, Porto Alegre, RS
* Technical translations for “Terra Lima Construções e Incorporações Ltda”, Porto Alegre, RS
* Private English classes to individuals – physicians from MCI (Moinhos Centro de Imagens), Porto Alegre, RS
* Private English classes to groups of managers and employees from “T. JANER”, Porto Alegre, RS
* Private Portuguese classes to the President of “Wotan do Brasil - Mr. Paul Lugara, in Porto Alegre, RS
* Eng>Port>Eng consecutive interpreter for foreign executives from Canada, EUA, England and Trinidad-Tobago, during “Rodada de Negócios” held by SEBRAE at the International Furniture Exhibition, in Bento Gonçalves, RS
* Private English teacher working autonomously in POA, RS
* English to Portuguese Version of the Political Paper: “Reinventing

Democracy” for the Mayor of Porto Alegre, City Hall, RS

* Eng>Port>Eng Interpreter for a group of executives of JOHN DEERE DO BRASIL S/A during a course given by American Prof. Gary Kennely, in Porto Alegre, RS
* Portuguese classes to Ms. Cristina Zuloaga, Spanish executive secretary (from Madrid, Spain)
* Port>Eng translation of the Mission and Approaches of LS&M Hospital and Assistance Consultants, from Porto Alegre, RS
* Portuguese classes to Leonardo Dirazar, Argentinian student
* Eng>Port>Eng Translator and Interpreter at the First International Judges Forum (FMJ), held at Hotel Embaixador, in Porto Alegre, RS
* English version of the text DECALOGUE distributed at the end of the 1st FMJ – Porto Alegre, RS
* Portuguese classes to Mª Inez Vasquez, Uruguain student
* English version of the abstract from the doctorate thesis by Professor Russomano, chief of the Architecture Department in ULBRA, Canoas, RS
* Portuguese classes to Beata Hoffmann and Ingrid Schneider, German Medical School students, from Berlin, Germany
* Translation from English into Portuguese of the booklet: “A Complete Program of Physical Activity” by the American College of Sports Medicine (ACSM)
* Port>Eng translation of the abstract from the post-graduation thesis about “Electronic Crimes”
* English version of the abstract of the technical paper: “Aggregating Value to the Buffalo Meat Production Chain” to be presented at an International Buffalo Breeding Congress & Fair, held in Belém, PA
* Participation (with certification) on the First Cycle about Translation held by the Department of Letters of PUC, the Catholic University of Rio Grande do Sul, from June to November 2012
* Participation on the VI International Translators Conference Proz.com in Curitiba, PR – September 2016