

MARIA FERNANDA NASCIMENTO.

Translator.

Detail-oriented English Translator offering 4 years of experience. Demonstrated success in Academic settings providing a range from Medical to Forest Engineering documents and text translation services. Versed in producing accurate documents for business, government and cultural application. Delivers a high level of accuracy in Portuguese to English/English to Portuguese translations. Skilled in quickly and accurately translating written documents and audio recordings.

Work History

2020-04 - Current: **Translator/Proofreader**

Federal University of Paraná, Curitiba, Paraná

- Conferred with subject matter experts and other colleagues to establish precise understanding of specialized concepts.
- Replicated flow, style and overall meaning of original texts.
- Applied cultural understanding to discern specific meanings beyond literal written words.
- Used translation memory software, including Grammarly and ProZ, to verify consistency of translation within documents and improve efficiency.
- Communicated effectively with clients to establish scope and requirements of translation, following up after submission of work to confirm satisfaction and understanding.
- Maintained message content, tone and emotion as closely as possible.

2020-09 / 2020-12: **Au Pair**

Private family, Berlin, Braderburg

- Sanitized dishes, tabletops, toys and frequently touched surfaces to prevent spreading of germs.
- Organized extracurricular schedules for sports and classes and provided safe transportation to different events.
- Assisted with housework such as laundry and cooking.
- Prepared healthy foods and beverages for children based on optimal dietary guidelines and individual restrictions.

- Monitored entrances and exits to maintain safety and organized environments.

2012-03 / 2019-04: **Telemarketing Operator**

DBM Call Center, Curitiba, Paraná

- Set up appointments with interested customers according to schedule availability.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.
- Actively listened to customers, handled concerns quickly and escalated major issues to the supervisor.

Education

2016 - Current: **Bachelor of Applied Studies - English Language And Literature**

Federal University of Paraná - Curitiba

- Minor in Translation Studies.
- Coursework in Translation, Proofreading and Academic Transcript

2012-03 / 2014-12: **New Hardware - Computer Assembly and Maintenance**

Microcamp Hauer.