 Mark Sebastian Pinto

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## Experience : 6 years

**Most Recent Position: Consular Officer at Consulado Geral de Portugal em Goa** 2013-2015

* Front office and Back office reception and processing of birth registrations, marriage registrations, visa processing and issuance, passport processing and issuance, cartão de cidadão processing and issuance.

**Third Position: Freelance Translator (Mumbai-Goa)** 2012-2013

* Freelance Translation Activities from English to Portuguese and Portuguese to English

**Second Position: Tata Consultancy Services (The Nielsen Company) Mumbai**2009-2012

* Responsibility : Work Force Administration Specialist handling operations in Latin America and Portugal
* Accomplishment : Star Performer

**First Position:**  **Tata Consultancy Services (PTPRO) Mumbai**2008 – 2009

* Responsibility : Back office customer care for Telecom provider in Portugal
* Accomplishment : Team leader and Star Performer

**Internship:**  ***Instituto Camões-Centro de Língua Portuguesa- Goa-India***2006 - 2008

* Responsibility: Assistente Pedagógico
* Training gained through internship: Research Documentation and Arquiving, Conducting and Supervising Cultural activities related to Lusofonic Culture, Librarian Duties
* Accomplishment: Received monetary scholarship for excellence in Research and Documentation

## Education

**Graduate University Name**   **Msc Estudos Internacionais (ISCTE)  *In progress***

 MA Portuguese Literature and Culture Graduated: May 2008

**Global Translation Institute** Certified Translation Professional (Portuguese/English) Certification Date*: In progress*

**Other Qualifications 1.** Diploma Avançado Português Língua Estrangeira (Universidade de Lisboa/Instiutuo Camões)

 **2**. Curso de Formacao de Professores de PLE/PL2 (Universidade de Lisboa)

 3. Curso Intermedio de Espanol (Instituto Hispania)

## Projects / Portfolio Work (PDF on Website URL)

* **Example Translation Project** (2011) Translation of Merchant NavyTraining Manuals from English to Portuguese for reputed shipping company, Varun Shipping (250 pages).
* **2nd Example Translation Project**  (2012) Translation of Quality Control Analysis document of Mining Company from Portuguese to English (15 pages). Name not disclosed for reasons of confidentiality
* **3rd Example Tranlsation Project (2012)** Portuguese Subtitles for Indian television soap opera (40 episodes)

## Awards & Extracurricular Activities

* Professional awards. Fundação Oriente Scholarship for Portuguese Language (highest marks in Goa) for 4 consecutive years from 2003-2006