

DANIELA SANTOS
C A S C A I S
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SUMMARY:

I am a highly communicative person, team player and very target oriented.
I am Portuguese with Excellent verbal and written skills in English and Spanish an Basic French.
Available to relocate.

EDUCATION: BA in Interior Design, School of Arts and Design, Matosinhos
BA in Fashion Design, fashion Design Academy, Oporto
D Degree in English, British Institute, Oporto

LANGUAGES: **English** and **Spanish** – written and spoken Advanced level
French – written and spoken Basic level

IT SKILLS: Word @ advanced user level

PROFISSIONAL BACKGROUND

2011/Present – Translator/Interpreter

Transcription, Translation –Freelance IT user level

Subtitles translation of a short–film, by Javier Macipe Costa, Spanish to Portuguese,
Also documentation related to the movie promotion from Spanish to English.

2008 /10 Translator/Interpreter and IT user level –La Paz Merchant Studio– Porto

Contact with suppliers and customers internationally.

IT – Operating with Management software SAGE

Oporto – show/2010 –Assistant in Port Stand Tom Dixon

2007/8 Porto – Nuno Brito e Cunha – Graphic Design Company – Porto

Promoting the designers work internationally.

Responsible for the contact with the participants of – City guide for Oporto–show
Design event/08

2006/7 Freelancer in translations – Porto

Responsible for contacting new clients and suppliers for the "Official City guide" for the
Oporto–show Design event/07

2004/5 LISELIN SA – “Congress hostess” – Translator/ Interpreter –Madrid

In the following languages: English, Spanish, Portuguese and French.

NEWCO– “Airport Services SA” – Receptionist, secretarial and office work – Madrid

- 2002/4** **“Oficinas Gerais de Desenho” – Representative – Madeira**
I was responsible for representing the company in this Island.
Working exclusively with architect studios and making interior design proposals.
- 2001/2** **HAWORTH INTERNATIONAL – Product Manager for Architectural studios Porto**
Product Manager. I elaborated interior design proposals which guaranteed sales of companies' products.
Contact with customers and suppliers internationally.
- 1999/1** **STERLING PUBLICATIONS – Sales department – London**
I worked for the Heathrow Airport Official Magazine, selling advertising spaces, to CEO's and Chairman's in Major companies Worldwide.
During training I was awarded the best sales person in the history of the Company.
- 1996/8** **ALTAMIRA – Interior Designer /Sales – Porto**
Exclusively visiting and negotiating with Architects in the North of Portugal.
Elaborating interior design proposals to sale products.
- 1996** **CRISTINA GUIMARAES – Sales/show room – Porto**
Sales Representative of Haute Couture, selling collections as: Dim (Paris), Plein-Sud (Paris), Ana Salazar.
- 1989/96** **Queirós Design – Graphic design studio – Partner – Porto**
As a partner I intervened in all aspects of the company, from Design to closing deals.

INTERESTS AND ACTIVITIES:

I love sports, travelling, music and dancing.