

# Isabel Rosa

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Translator from English and Spanish to Brazilian Portuguese. Fields of expertise: Tourism/Hotel Industry, Business and Humanitarian Aid.

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## Skills

- Self-management
- Attention to detail
- Collaboration
- Writing skills
- Dedication
- Work ethic
- Empathy

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## Languages

- English (C1)
- Spanish (C1)
- Brazilian Portuguese (native)

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## Professional experience

2020 – TODAY

### Freelance translator

Translation of texts, subtitles and websites from English and from Spanish to Portuguese, besides services in Portuguese such as editing and transcription.

2016 – 2020

### Reservation Supervisor / Ca'd'Oro Hotel – São Paulo

Responsible for the Reservations Department implementation, managing the department, team supervising and sales strategy. Customer service in Portuguese, English and Spanish.

2011 – 2016

### Director of Operations / TGK Tour Operator – São Paulo

Responsible for planning trips for international destinations, coordinating reservations' team, negotiating with foreign suppliers. Itinerary management, hotel site inspections, customer support during their trip.

2007 – 2009

### Reservation Supervisor / Ca'd'Oro Grand Hotel – São Paulo

Customer service to provide individual or group rooms reservations. Support for the Sales Department and for the Front Desk of the hotel.

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## Education

2021 - 2022

**Postgraduate degree in English Translation / Estácio University**

2014 - 2015

**Postgraduate degree in Business Administration / Getúlio Vargas Foundation (FGV)**

2003 - 2007

**Graduate degree in Tourism / School of Communications and Arts – University of São Paulo (USP)**

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## CAT tools and softwares

- Wordfast Pro
  - Wordfast Anywhere
  - Smartcat
  - Memsources (Phrase)
  - Trados Studio
  - Matecat
  - Smartling
  - Amara
  - CaptionHub
  - Subtitle Edit
  - ATMS
  - TransStudio
  - XTM
  - Microsoft Office
  - Adobe Acrobat Reader
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## Main translation projects

07/2023 - TODAY

### **Follow-Up Translation Services**

Machine Translation Post-editing EN>PT-Br in IT and business fields (15,000 words).

05/2023

### **EC Innovations**

Audio transcription in Portuguese (115 minutes).

10/2021

### **Translated**

Editing and proofreading translated texts for tourism industry (EN>PT).

2020 - TODAY

### **Translators Without Borders**

Text translation for humanitarian aid (EN>PT and ES>PT, 7457 words). Profile available [here](#).

09/2020 - TODAY

### **TED Talks**

Subtitle translations (EN>PT, 6200 words; ES>PT, 9967 words). Example available on [YouTube](#).

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## **Main Extracurricular Courses**

**Portuguese for Translators**, Cult Courses – 10/2023 (in progress)

**Introduction to Machine Translation and Post Editing**, Translators Without Borders – 09/2023

**Internationalization: Creating Digital Content for the World**, Washington University (edX) – 08/2023

**Introduction to Internationalization and Localization**, Washington University (edX) - 11/2022

**Training of Community Translators and Interpreters - Module 2**, Latin America Memorial - 10/2022-12/2022

**Training of Community Translators and Interpreters - Module 1**, Latin America Memorial - 10/2021-12/2021

**Mobile App Localization for Translators**, Udemy - 09/2021

**Understanding the New Portuguese Spelling Agreement**, Brazilian Legislative Institute - 08/2021

**Localization Essentials by Google**, Udacity – 06/2021

**Humanitarian Translation and Cultural Mediation for Immigrants and Refugees**, Latin America Memorial – 01/2021

**Introduction to Technical Translation Market**, Geronymus - 01/2021

**Workshop of Translation of Abstracts**, Translators School - 11/2020