José Miguel Machado Teixeira

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**CURRICULUM VITAE**

**PROFESSIONAL EXPERIENCE**

**Freelance**

January 2014 - Present

TRANSLATOR

* Providing informative, legal and marketing-based translations from English and Spanish to Portuguese and vice-versa.

Duties:

* Prioritising work to meet deadlines;
* Reading through original material and rewriting it in the target language, ensuring that the meaning of the source text is retained;

• Liaising with clients to discuss any unclear points;

* Proofreading and editing final translated versions;
* Providing clients with a grammatically correct, well-expressed final version of the translated text, usually as a word-processed document;
* Using the internet and email as research tools throughout the translation process.

**ACADEMIC QUALIFICATIONS**

**Department of Languages and Cultures, University of Aveiro, Portugal**

10/2011 – 07/2014

TRANSLATION DEGREE (specialized in English and Spanish)

This degree aims to provide graduates with a general scientific understanding and appropriate working methodologies to enable them to develop essential translating competences in two foreign languages and to develop the future graduates' competences in their mother tongue and in two foreign languages, with a view to mediating between these languages, with a view to mediating between these languages.

Main subjects:

* English (6 semesters)
* Spanish (6 semesters)
* English Translation Practice (2 semesters)
* Spanish Translating Practice (2 semesters)
* English Linguistics
* Translation Theory and Metholodogy (2 semesters)
* Multimedia
* German Initiation

**SKILLS PROFILE**

**Languages\*** Portuguese: native speaker

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | UNDERSTANDING | | SPEAKING | | WRITING |
| Listening | Reading | Spoken interaction | Spoken production |
| English | C1 | C1 | C1 | C1 | C1 |
| Spanish | C1 | C1 | C1 | C1 | C1 |
| French | A1 | A1 | A1 | A1 | A1 |
| German | A1 | A1 | A1 | A1 | A1 |

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user

\* According to the Common European Framework of Reference

**ICT SKILLS**

|  |  |
| --- | --- |
| **Operating systems:**  -Windows (8, 7, Vista, XP)  -Android (version 4.1 to version 4.4) | **Word processing applications:**  **-**MO Word  -OppenOffice |
| **Presentation software:**  -MO Powerpoint | **Graphics/Drawing/Painting tools:**  **-**Adobe Photoshop (CS5, CS6)  -CorelDraw X5 |
| **Web Page development tools:**  **-**Adobe Dreamweaver | **Computer-assisted translation software:**  -SDL Trados  -SDL Multiterm  -memoQ |

**REFERENCES –** Available on request.

José Teixeira

02/03/2015