

Emilia Eliseo
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PORTUGUESE – ENGLISH – PORTUGUESE TRANSLATOR RESUME

Summary

Diligent and versatile Professional Translator, Interpreter and Transcriber with vast experience in English, Portuguese, (both as source and target languages in the European and Brazilian variants) Spanish (as a source language) and Italian and French (source and target). Project Management background with ability to multitask. Great communication skills, virtual team experience as well as latest technology/software competency. ATA member; ProZ certified PRO (ProZ profile:<http://www.proz.com/translator/720734>) . ACTFL certified for Portuguese proficiency testing.

- 20 years of experience in Translation
- Some project management experience acquired by working in the fields of Environmental/Public Health, Banking, Medicine/Pharmaceuticals/Medical devices/Chemistry/Biotechnology, Teaching and Freelance work.

- Translation, Interpretation and Transcription experience areas include Medical/Pharmaceutical/Instrumentation/Operator's Manuals/Life Sciences, Oil and Gas/Naval Industry/Environmental/Public Health and Safety/Engineering, IT and Tele communications, Business/Finance/Patents, Marketing, Military/US Government documents for Homeland Security, Military Operations, Tourism/Travel brochures, Education, Vital documents, Energy related documents, and many other areas.

Education

Seton Hall University, BS Biology, 1987.

Universidade do Porto, Faculdade de Medicina (Medical School), Portugal. 1982.

Professional Experience

August 1998-present. Freelance Translator/Interpreter/Transcriber. Collaboration with different translation companies and end clients on a Freelance basis.

Some of my Freelance projects include:

- Translation, back translation, proofreading of Clinical Trials, Regulatory correspondence, Laboratory analysis, medical records, Drug labels, ICF forms, IFU's, Clinical Instrumentation Manuals, Operator's Manuals, ect. for leading pharmaceutical companies in USA and abroad. (In excess of 1 million words), Portuguese into English and English into Portuguese.
- Translation of Patents for Procter and Gamble. About 130 000 words. English into Brazilian and European Portuguese. Legal/Medicine specialty.
- Translation and Editing, Smith and Nephew operator's manuals and IFU's. English into European Portuguese. Medicine, Surgery specialty.
- Editing of Zimmer Spine documents, 50 000 words, English into Italian. Medicine, Prosthetics implantation specialty.
- Translation of IFU's, Medical Reports, Clinical Trials, Operator's Manuals, Information Booklets, Medical and Surgical Instrumentation Manuals, etc.

- Translation, Editing/QA Review of Siemens Healthcare's IFUs, Clinical Instrumentation Operator's Manuals. English into Italian/Medical/Pharmaceutical specialty.
- Ongoing translations backtranslations and reviews for some major pharmaceutical companies to include Regulatory Affairs documentation, Labeling documents including Regional Prescribing information, Patient information, Clinical labeling, Package labeling, Healthcare provider letters in the language pairs, Portuguese into English and English into Portuguese.
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- Some of the therapeutic areas I have experience in include:
 - Oncology
 - Cardiology
 - Dermatology
 - Rheumatology
 - Immunology
 - Hematology
 - Endocrinology
 - Nephrology

Subjects & And Some Areas of Expertise

- Oil and Gas/Maritime Industry
- Medicine/Pharmaceuticals/Instrumentation/Science/Biology
- Public Health & Safety/Environmental/Engineering
- Financial/Banking/Mortgages/Patents
- Telecommunications
- Marketing
- Government/Military/Policies/Aviation
- Media (TV), Newspapers
- IT-Computers/E-commerce/Marketing/Advertising
- Travel/Tourism
- Legal Documents/Patents

September 1998-present-Freelance Translator/Interpreter.

July 2001-June 2004. **Teacher** (Biology, Environmental Science, etc.) Palm Beach County School District, Palm Beach, Florida. Taught Biology in an ESL program (English as a second language to foreign students, particularly Spanish and Portuguese speaking) in grades K-12. Part time.

Tools

Windows 98/XP/Me/2000/'Vista, MS Office 2007 (Publisher, Excel, Access, Power Point, Word, Outlook). Cat tools: Trados Studio 2017, Wordfast Wordfast Pro.

References

Will be provided upon request.
