

Legal, Economic and Marketing Translator  
EN, ES > PT

## Personal Information

Surname	de Sousa de Castro e Quadros
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Address	Rua Jerónimo Corte-Real, 10 – R/C Dtº 1700-245 Lisboa PORTUGAL
Birth Date	13-12-1959

## Professional Experience

May 2005 –	<ul style="list-style-type: none"><li>▪ Freelance translator – English and Spanish into European Portuguese</li><li>▪ Translation experience in the fields of:<ul style="list-style-type: none"><li>○ law (court documents, agreements, articles of association, group regulations, compliance documents, letters of intent, group policies, codes of conduct, certificates, procedural documents),</li><li>○ economics/financial (tax returns, annual accounts, balance sheets),</li><li>○ market research/marketing (especially pharmaceutical and medical)</li><li>○ press releases, commercial letters, e-mails</li></ul></li><li>▪ Proofreader/Reviewer (Portuguese)</li> <li>▪ Member of APT - Associação Portuguesa de Tradutores (Portuguese Translators Association) – June 2009 – December 2016</li> <li>▪ Member of APTRAD – Portuguese Association of Translators and Interpreters - since May 2015</li> <li>▪ Proz.com Certified PRO – English to Portuguese, Spanish to Portuguese</li></ul>
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Professional Experience  
(cont.)

- Oct. 2005 – Abr. 2006
  - 1985 - 1989
  - 1986 - 1987
  - 1984 - 1985
- HMC – Commercial activity
  - Teacher in a private school
    - Subject: Introduction to Economic Activity
  - Lawyer
  - Practices of Law, under Mr. Ribeiro Maurício’s guidance (Lisboa)
    - Subsequent membership of Ordem dos Advogados Portugueses (Portuguese Bar Association) – currently, this membership is suspended at my request.

## Education

Post-Graduation

**Legal and Economic Translation** (English and Spanish)

- ISLA – Lisboa (July 2007).

Higher Education

**Degree in Law (Juridical Sciences)**

- Universidade Católica Portuguesa (Lisboa, July 1984).

## Languages

Mother Tongue

- Portuguese

English

- Certificate of Proficiency in English, English Language Institute University of Michigan, May 1995
- American Language Institute Certificate, English as a Foreign Language, June 1995

Spanish

- Certificado de Español, Nivel Superior, of Instituto Cervantes (Lisboa), June 2004

French

- Satisfactory knowledge of French, both written and spoken

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### Other Courses and Computer Skills

Other Courses	<p>July 2017 – Introduction to Trados 2017 – Summer School, Universidade Nova de Lisboa, FCSH</p> <p>March 2015 - Introduction to Legal Terminology in Arbitration – I – EN/PT – Tradulínguas</p> <p>November 2014 - Legal Translation Course - Contracts II –EN/PT - Tradulínguas</p> <p>June 2014 – Wordbee Training – AP Portugal</p> <p>May 2014 – Introduction to Legal Terminology in the Oil Industry – EN/PT – Tradulínguas</p> <p>July 2012 – Translation Projects Management – Summer School, Universidade Nova de Lisboa, FCSH</p> <p>July 2012 – CAT: Introduction to SLD Trados 2009/2011 - Summer School, Universidade Nova de Lisboa, FCSH</p> <p>December 2004 – Initial Vocational Training for Trainers (Naturinvest, Lisboa)</p>
Computer Skills	<p>Reasonable knowledge as a user (MS Office – Word, Power Point, Excel; SDL Trados; Internet Explorer)</p>

### Additional Information

- Volunteer at **ShareTheMeal!** - since September 2016
- Volunteer at **Child and Youth Finance International** –January 2014
- Volunteer at **Translators without Borders** – since December 2013