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Professional Experience

2020 – Now Freelance Translator/Proofreader, Maia, Portugal

I work as a freelance translator/proofreader under the name C.O.L. Translations. I am certified by the ITI in 5 language pairs: Portuguese (Portugal), Portuguese (Brazil), Portuguese (Africa), Spanish (Spain), and Spanish (Latin American) to English. I have qualified for ISO 17100 certification, the internationally recognised standard for translation services. I am registered as a professional translator with the United Kingdom's Foreign, Commonwealth & Development Office (FCDO). I provide certified translations of personal and company documents for private clients and translation agencies from all over the world.

2015 – Now Translator/Proofreader, Motaword, New York, USA

Working remotely, I am responsible for translating documents in the pairs Portuguese<>English and Spanish<>English. The material to be translated is incredibly varied, from certified translation of personal documents such as birth certificates, marriage records, death records, divorce records, graduation certificates and transcripts to legal documents, contracts, medical examinations and even market research. Since 2016 I have also been responsible for proofreading the work of other translators. I also completed an internship for 10 weeks as part of my M.A. in Translation where I was involved with project management, quality assessment and recruitment of translators as well as translating and proofreading. I have worked on over 3,000 projects and translated over 1,500,000 words.

2010 – 2020 Freelance Translator, Santo André – SP, Brazil

I was working as a freelance translator/proofreader based in Brazil trading under the name of Tukanos. I provided translations of personal and company documents for private clients and translation agencies from all over the world.

2006 – 2010 Spanish Teacher, West College Scotland, Clydebank, UK

I gave evening classes in Spanish language at beginners' and intermediate levels at the Clydebank and Dumbarton campuses.

2003 – 2004 Translator, Lane's Languages, Koblenz, Germany

I performed translations from Spanish to English; the original material was varied, but included personal documents, academic certificates, and CVs.

2000 – 2003 Translator, Chorleywood Consulting, London, UK

I was responsible for carrying out inhouse translations of market research related to the telecommunications sector in English, Spanish and Portuguese.

1995 – 2000 Interpreter, Glasgow Interpreting Service, Glasgow, UK

I worked as a Public Interpreter / Translator of English and Spanish for Glasgow City Council, to help people who needed assistance when dealing with public services.

Education (University)

- 2024 – 2024 **University Diploma in European Portuguese Level C2**
University of Lisbon, Lisbon, Portugal
- 2020 – 2022 **M.A. in Translation and Language Services (English and Portuguese)**
University of Porto, Porto, Portugal
- 2004 – 2005 **M.Sc. in Information Technology**
University of Glasgow, Glasgow, UK
- 1996 – 2000 **B.A. (Hons) in Spanish and Marketing**
(Included translation, interpreting and Latin American Studies)
University of Strathclyde, Glasgow, UK
- 1998 – 1999 **Student exchange studying International Business as part of B.A.**
University of Deusto, San Sebastián, Spain
- 1993 – 1995 **University Diploma in Spanish Language Level C2**
University of Seville, Seville, Spain

Education (other)

- 2024 **Cambridge English Proficiency Level C2**
Cambridge University, Cambridge, UK
- 2024 **Certificate of Proficiency in Brazilian Portuguese Language for Foreigners (CELPE-BRAS) C2**
Ministry of Education, Brasília - DF, Brazil
- 2023 **Specialisation Course: Differences between Brazilian Portuguese and European Portuguese**
University of Porto, Porto, Portugal
- 2022 **Trados Studio 2021 Certification – Levels 1,2 and 3**
RWS, Maidenhead, UK
- 2020 **Translating as a career**
The Open University, Milton Keynes, UK
- 2012 **Course in Brazilian Portuguese Language for Foreigners**
Methodist University of São Paulo, São Paulo, Brazil
- 1997 - 1998 **Certificate in Portuguese for Foreigners**
University of Strathclyde, Glasgow, UK

Membership of Professional Bodies

American Translator's Association (ATA) [Membership No. 25309](#)
Brazilian Association of Translators and Interpreters (ABRATES) [Membership No. 6629](#)
Institute of Translators and Linguists (ITI) [Membership No. 00023431](#)
Portuguese Association of Translation & Interpreting Professionals (APTRAD) [Membership no. 806](#)
Portuguese Association of Translators (APT) [Membership No. 2081](#)
Proz [Membership No. 1762685](#)
Spanish Translator's Association (ASETRAD) [Membership No. 3970](#)