



Jenifer Araújo

Nationality: Brazilian

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**Brazilian based freelance translator. English–Portuguese.
Financial Translator**

EDUCATION AND TRAINING

Bachelor of Technology Degree in International Trade

Laureate International University—Faculdade dos Guararapes (UNIFG) [09/03/2014 - 09/03/2017]

Address: Jaboatão dos Guararapes (Brazil)

<https://unifg.edu.br/>

Bachelor's in Accounting

Federal University of Pernambuco (UFPE) [07/2018 - Current]

Address: Recife (Brazil)

<https://www.ufpe.br/>

High School

Dauphin Regional Comprehensive Secondary School [02/2014 - 07/2014]

Address: 330 Mountain Rd, Dauphin, MB R7N 2V6, Dauphin (Canada)

Online Course—Translator Training

Brasillis (ATA and SINTRA accredited school) [11/2021 - 02/2023]

<https://brasillis.com.br/>

Online Course—Translation in English

Estacio College [01/08/2020 - 10/11/2020]

<https://estacio.br/>

Online course—Portuguese for translators

Living by translation [20/01/2021 - 22/01/2021]

<https://en.viverdetraducao.com/>

Online course—CAT tools (Trados)

Living by translation [10/01/2021 - 11/01/2021]

<https://en.viverdetraducao.com/>

WORK EXPERIENCE

Volunteer Translator

International Press Agency - [Pressenza](#) [01/09/2020 - Current]

Translating newsletters from English into Portuguese from several subjects such as economy, politics, human rights, environment, and education.

Freelance Translator

Some translation projects I have participated:

- **3 months MTPE project**
[Over 100,000 words] For Cara na Web Translation Agency
- **Business Program Presentation**
[1,662 words] For Bilinguals Translation Agency
- **Financial Forecast**
[12,000 words] For Individual translator
- **Investing News**
[35,000 words] For Individual Person
- **Technical engineering and electronic manuals**
[Over 40,000 words] – For Individual Person

Bilingual Telephone Operator

Center for Social Defense (CIODS) [20/05/2016 - 14/04/2018]

City: Recife

Country: Brazil

Responsible for receiving emergency calls from English and Portuguese speakers, writing the emergencies in Portuguese to the Police force and Firefight department.

Junior Credit analyst

Dislub Equador Group [02/02/2019 - Current]

City: Recife

Country: Brazil

Responsible for preparing outstanding accounts receivable reports, monthly bank reconciliation, analysis of guarantees documents for loans, analysis of client's credit risk and default; also responsible for analyzing client's credit limits for purchases requests and approving purchases.

LANGUAGE SKILLS

Mother tongue(s): **Portuguese (Brazilian)**

Other language(s):

English: Fluent

French: Beginner.

SKILLS

Written and Verbal skills/Motivated/Organizational and planning skills/Team-work oriented/Internet user/Responsibility/Critical thinking/Decision-making/Reliability/Punctual/Microsoft Office (Word, Excel, Power point, Outlook)/social media/Skype/Google Docs/Google Drive/Gmail/WhatsApp

SOFTWARES

- SDL Trados Studio 2021
- Smartcat
- Wordfast
- Microsoft Word
- Microsoft Excel
- Power Point
- Acrobat Reader

PAYMENT METHODS ACCEPTED

- Paypal
- Skrill
- Wire Transfer
- Smartcat