



# Ivan Mussane

Professional Translator

Experienced translator with more than 3 years in the industry, with expertise in English to Portuguese translations - language facilitator for communication between English and Portuguese speakers. Highly skilled in translating complex technical, legal, and scientific documents. Strong ability to use active listening and interpersonal communication skills to provide quick, accurate and concurrent translation services.

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📍 Maputo, Mozambique

## WORK EXPERIENCE

### Freelance Translator

Dowell Research Limited PTE

01/2022 - 06/2023

Remote Work

Modern AI technologies, User Experience, Web-design, Programming

Achievements/Tasks

- Successfully translated the Official Website from English to Portuguese
- Used Word press on a daily basis to edit, translate information on the company's product website
- Made presentations on PowerPoint of company's products and recorded presentations.

### English Teacher

NEW YOR ENGLISH SCHOOL

05/2020 - 10/2021

Karaganda

NEW YORK SCHOOL

Achievements/Tasks

- Prepared and implemented lesson plans covering required course topics.
- Translations of lessons from Russian to English.
- Worked with other teachers to support struggling students and provide thorough help to rectify comprehension issues.
- Supported operations by translating key departmental documents and internal communications.
- Used translation software to verify complex terms and expedite communication process.

Contact : Catarina Rudenko(Supervisor)

## EDUCATION

### Civil Engineering

Universidade Técnica de Moçambique

02/2014 - 11/2018

Maputo

BSc.Civil Engineering

- Modular building as an alternative to convencional Construction

### English Language

Language institute of Mozambique

02/2008 - 12/2012

Maputo

Courses

- English language from Begginer to Advanced

## SKILLS

SDL Trados

memSource

memoQ

WordFast

Translation

Technical Writing

Active Listening and Communication

Assertive Language

MS Office

Data Entry

Grammar principles

Adobe Acrobat

## ACHIEVEMENTS

Articles related to Cryptocurrency and Finances (08/2022 - 12/2022)

2000+ words Articles - Translations from English to Portuguese (European)

Transcribed and Translated a Conversation recording (09/2022 - 09/2022)

Transcribed a 40 min conversation from a client, and translated from Portuguese to English

Translation and Localization (01/2022 - 06/2023)

Text Localization for a educational Website - English to Portuguese (European)

Typing Speed test (06/2023 - 06)

42 WPM (194 CPM)

Translated content for a Memorial (07/2022 - 10/2022)

Prepared comprehensive English curriculum for multiple classes. (05/2020 - 10/2021)

## LANGUAGES

Portuguese

Native or Bilingual Proficiency

English

Professional Working Proficiency

## INTERESTS

Books

Movies

Intellectual Conversations

Writing

Teaching

Workout