



# JULIANA FOLHA

*Freelance Translator PT <> EN*

## CONTACT

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## EDUCATION

### BACHARELOR'S DEGREE IN OCEANOGRAPHY

2005  
Universidade do Estado do Rio de Janeiro, RJ

### SKILLS

English - Fluent Oral and Written  
Microsoft Office Suite  
Trados Studio  
SmartCat  
Wordfast

## ABOUT ME

I am an experienced Portuguese <> English Translator with over 10 years' experience, especially in the IP matters. Currently I work full time at home, providing translations to several IP Offices and translation agencies in Brazil and abroad.

## MAIN QUALIFICATIONS

Excellent writing skills in my native language  
Excellent reading and comprehension skills in English  
Cultural knowledge in both languages  
Good computer and keyboarding skills

## WORK HISTORY

### FREELANCER TRANSLATOR

*Home Office (since 2012)*

- I provide translation services in the English <> Portuguese pair for several companies in Brazil and abroad. Most of my clients are from the Intellectual Property area. That's why I specialized in technical translation, mainly in the areas of Telecommunications, Mechanics, Biotechnology, Healthcare, Medicine, Pharmacy, Chemistry and so on. Due to my diploma in Oceanography I also work for many companies in the Environment sector, translating Environmental Reports, Technical Opinions, Contracts and other documents in this area.

### COORDINATOR OF THE TRANSLATION DEPARTMENT

*Bhering Advogados | Nov 2008 - Ago 2012*

- I started at the company as the first patent translator, doing all the translation, revision and preparation of the document for filing at the INPI. In 2010 I set up a translation team with 5 translators, started coordinating them and was responsible for all communication between the office and clients.

### COMMERCIAL ASSISTANT / SECRETARY

*Automind Automação Industrial | Jan 2008 - Nov 2008*

- I was responsible for all the administrative routine of the office: accounts payable, emails, quotes, organization of courses and lectures, translation of manuals, preparation of presentations, etc.