

CURRICULUM VITAE

1. – PERSONAL DETAILS

NAME: Isabel Maria Loução

BIRTH DATE: 23.02.67

NACIONALITY: Portuguese

ADDRESS: Praceta Ivens, lote 21, 1º Esq.
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PORTUGAL

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2. - STUDIES

Degree in Economy, in the area of Sector and Regional Planning, by the ISEG (Institute of Economy and Management - Technical University of Lisbon)

Master in Economy and Politics of the Energy and of the Environment, by the ISEG

Graduation in European Studies, by the ISEG

3. - CERTIFICATIONS

Written and oral communication (portuguese language) June 2001 - Bank Training Institute (Portugal)

The processing of information for the decision: a test of the capacity of synthesis (portuguese language), September 1999. National Institute of Administration (Portugal)

Technical Written in Portuguese I - professional writing, June 1998, National Institute of Administration (Portugal)

Technical Written in Portuguese II - professional writing , October 1998, National Institute of Administration (Portugal)

English - Conversation, May 1993, National Institute of Administration (Portugal)

English - Listening Techniques, November 1993, National Institute of Administration (Portugal)

Trainers in New Technologies applied to the terminology, May 1993, Institute of Technical and Computational Linguistics (Portugal)

Correspondents in English, November 1987, Company “C. Ruiz & Silva, Lda” (Portugal)

University of Cambridge – First Certificate in English, June 1994

The British Council – Intermediate I, Academic Year 1993/94

The British Council – English Advanced I, Academic Year 1997/98

Alliance Française – Level “Intermédiaire II”. October 1997

Alliance Française – Diplôme Pratique de Langue Française. September 1998

Alliance Française – Diplôme de Langue Française. July 1999

Diplôme Supérieur d’Études Françaises Modernes de l’Alliance Française de Paris, February 2002

4. – PROFESSIONAL EXPERIENCE

Auditor and coordinator of economical and financial projects, preparation and accompaniment of budgets and financial management in a public service (1991-2007)

Translator since 2001, with expertise in the field of Economics and Finance

Pairs: English – Portuguese; French-Portuguese; Spanish-Portuguese
(Services of translation, edition and proofreading)

I am a professional translator specialized in economics and finance. Apart from my five-year university degree in economics and my master degree in economy and politics of energy and environment, I have worked as auditor and coordinator of economical and financial projects, preparation and accompaniment of budgets and financial management in a public service for 16 years.

Economic and financial texts are highly technical and require great expertise from the translator. I have ten years of professional experience as a freelancer translator in these fields. Due to my educational and professional background, in addition to translating or editing services, I provide additional services including: translating and abstracting, researching, gathering information, compiling data (by also presenting information in charts and tables) and reports writing.

My clients appreciate this opportunity for them to save time and ensure consistency, especially for long and very complex translation projects.

My main areas of expertise include macroeconomic essays, information packs, company overviews, annual reports, factsheets, press releases, financial statements, market commentaries, advertising and marketing, presentations, web contents, product brochures, newsletters, press kits, press releases, business and management, business correspondence, memos, internal reports, corporate presentations, internal valuations, stock exchange prospectuses, tax-related texts.

My main references are the following:

Languages International Inc

Chelsie Fink, Senior Project Manager; Chelsie@lang-int.com; Phone: 1.616.285.0005; 616.285.0004 fax

Audrey Shireman, Project Manager; Audrey@lang-int.com; Phone: 1.616.285.0005; 616.285.0004 fax

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Matthieu, Project Manager; mattlaine@hotmail.com

SLS international Inc. - European HQ

Marta Gironés; Project Manager; mgirones@sls-international.com; Tel: +34 93-741 1234 ext.104

5. – COMPUTER SKILLS

Office XP

Word

Excel

Power Point

Trados

Lisboa, 22 nd January, 2012