



**CARLOS WILLIAM DOS REIS XAVIER**

## Freelance Translator

## DETAILS

### Balsas, Brazil

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(99)999341169

## PROFILE

I am Brazilian and graduate in Information Systems with a passion for languages. I am eager to begin my career as a translator. While I have a strong foundation in technical and IT-related content, I am also open to general translation opportunities across various fields, aiming to broaden my experience and skills in the translation industry.

### SKILLS

- **Languages:** Portuguese (native), English (intermediate).
  - **CAT Tools:** Basic knowledge of SDL Trados, MemoQ.
  - **Translation Skills:** Experience in translating a variety of texts, including: basic proofreading and editing of translations.
  - **IT Skills:** Software development (Java, Python), database management (SQL), IT project management.
  - **Software:** Microsoft Office, Google Workspace.

## EDUCATION

## **Bachelor's Degree in Information Systems**

Unibazaar University Center | Graduated: 2023

- Specialized in software development, database management, and IT project management.
  - Engaged in projects related to technical documentation and basic software localization.

## STRENGTHS

## Microsoft Office

## Effective Time Management

### Ability to Work in a Team

### Knowledge of Legal Terminology and Processes

## Translation Software

## Computer Skills

## **EXTRA-CURRICULAR ACTIVITIES**

Volunteer Translation Project

Unibalsas | 2023 - Present

- Translated a variety of materials, including general articles, educational content, and basic technical documents, from English to Portuguese.