

NEYF FRÓES DE ALMEIDA JUNIOR

ACADEMIC BACKGROUND

KU LEUVEN UNIVERSITY - BELGIUM

Sep.2018 through Sep.2019: Specialization in Translation Technology

LONDON METROPOLITAN UNIVERSITY - UK

Sep.2016 through Sep.2017: Specialization in Translation

CORNELL UNIVERSITY – NEW YORK

Jan.2015 through Dec.2015: Specialization in Business Administration

FGV – RIO DE JANEIRO

Nov.2014: Graduate Diploma in Project Management

IBMEC – RIO DE JANEIRO

Jan.2007 through Dec.2010: Bachelor's degree in International Relations

WORK EXPERIENCE

FREELANCE TRANSLATOR & COPYWRITER

Jan/2010-Present

- ✓ **Language pairs:** English/German/Spanish/French to Portuguese
- ✓ **Services:** Translation, Localization, Proofreading, Editing, MTPE, Transcreation, Copywriting and Quality Assurance
- ✓ **Specialization:** Engineering, Legal, Patent/IP, Finance, Business, Marketing, IT/Software, Tourism, etc.
- ✓ **CAT tools:** SDL Trados (Certified), MemoQ, Across, MateCat, MemSource, Passolo Catalyst, Darjeeling, Smartling, etc.
- ✓ **Membership:** ProZ, ATA and APTRAD
- ✓ **Other:** Mentor in the ProZ mentoring program and member of Translators without Borders

ENGLISH AND PORTUGUESE TEACHER – DIXIE ENGLISH COURSE

Jul.2010 through Dec.2010

MAIN TRANSLATION PROJECTS

ENGINEERING

- ✓ Welding Machinery / DE > PT / 32,000 words
- ✓ Engineering Documentation / DE > PT / 12,000 words
- ✓ Engineering Handbook / FR > PT / 4,000 words
- ✓ Engineering Handbook / ES > PT / 11,000 words
- ✓ Packaging Machinery / EN > PT / 44,000 words
- ✓ Installation Guide / EN > PT / 60,000 words
- ✓ Construction Project / ES > PT / 40,000 words
- ✓ Medical Device / EN > PT / 18,000 words

- ✓ Hydraulic Machine Manual / ES > PT / 10,000 words
- ✓ Safety Rules / EN > PT / 37,000 words
- ✓ Plant Description / DE > PT / 29,000 words
- ✓ Air Conditioner Handbook / EN > PT / 22,000 words
- ✓ Oil and Gas Machinery / EN > PT / 35,000 words
- ✓ Training Material / DE > PT / 90,000 words
- ✓ Agriculture Machinery / EN > PT / 14,000 words
- ✓ Electricity Document / ES > PT / 15,000 words

LEGAL, PATENT AND INTELLECTUAL PROPERTY

- ✓ Data Protection Contract / EN > PT / 8,000 words
- ✓ Claims / DE > PT / 5,000 words
- ✓ Defense / DE > PT / 4,000 words
- ✓ Testimony / FR > PT / 4,000 words
- ✓ Agreement / DE > PT / 8,000 words
- ✓ Agreement / FR > PT / 6,000 words
- ✓ Agreement / EN > PT / 12,000 words
- ✓ Statement of Word / EN > PT 11, words
- ✓ Disclaimer / EN > PT / 5,000 words
- ✓ Indemnity / ES > PT / 6,000 words
- ✓ Limitation of Liability / EN > PT 12,000 words
- ✓ Shipping Document / EN > PT / 8,000 words
- ✓ Patent Application / EN > PT / 30,000 words
- ✓ Patent Application / DE > PT / 30,000 words
- ✓ Patent Application / ES > PT / 30,000 words
- ✓ Patent Assignment / EN > PT / 40,000 words
- ✓ Patent Publication / DE > PT / 50,000 words
- ✓ Field of the Invention / EN > PT / 10,000 words
- ✓ Background of the Invention / DE > PT / 8,000 words
- ✓ Claims / EN > PT / 5,000 words
- ✓ Inventorship Declaration / EN > PT / 12,000 words
- ✓ Notarial Certificate / EN > PT / 7,000 words
- ✓ Insurance Leaflet / EN > PT / 21,000 words
- ✓ Court Proceedings / DE > PT / 8,000 words

Marketing:

- ✓ Marketing Review / EN > PT / 12,000 words
- ✓ Brochure / ES > PT / 18,000 words
- ✓ News Release / FR > PT / 4,000 words
- ✓ Press Release / EN > PT / 8,000 words
- ✓ Marketing Agreement / EN > PT / 6,000 words
- ✓ Strategic Blueprint / EN > PT / 4,000 words
- ✓ Content Schedule / 50,000 words
- ✓ Web Content / EN > PT / 200,000 words
- ✓ Sales Presentation / ES > PT / 30,000 words
- ✓ Demonstration Script / EN > PT / 10,000 words
- ✓ Pricing Strategy / EN > PT / 5,000 words
- ✓ Brand Storytelling / FR > PT / 14,000 words
- ✓ Marketing Campaign / EN > PT / 30,000 words
- ✓ Marketing Trends / EN > PT / 60,000 words
- ✓ Blog Post / EN > PT / 20,000 words
- ✓ Case Study / ES > PT / 16,000 words
- ✓ eBook / EN > PT / 50,000 words
- ✓ Whitepaper / FR > PT / 10,000 words
- ✓ Flyer / DE > PT / 10,000 words
- ✓ Marketing Folder / EN > PT / 25,000 words

- ✓ Product Guide / ES > PT / 31,000 words
- ✓ Product Catalog / FR > PT / 4,000 words

BUSINESS AND FINANCE

- ✓ Mailers / EN > PT / 4,000 words
- ✓ Mobile Trading Platforms / EN > PT / 49,000 words
- ✓ Banners / EN > PT / 8,000 words
- ✓ Terms and Conditions / FR > PT / 7,000 words
- ✓ Risk disclaimer / EN > PT / 9,000 words
- ✓ Financial Reports / DE > PT / 20,000 words
- ✓ Trading Opp Task / ES > PT / 8,000 words
- ✓ Daily news / EN > PT / 10,000 words
- ✓ Regulation Changes / 9,000 words
- ✓ Financial Statement: 24,000 words
- ✓ Transition Report: 10,000
- ✓ Fact Sheet / EN > PT / 10,000 words
- ✓ Balance of Payments: 4,000 words
- ✓ HR Policy / EN > PT / 75,000 words
- ✓ Internal Control Policy / FR > PT / 15,000 words
- ✓ Controllership Policy / EN > PT / 28,000 words
- ✓ Background Check Policy / DE > PT / 20,000
- ✓ Bank Documentation / ES > PT / 25,000 words

IT AND SOFTWARE

- ✓ Help Center / EN > PT / 200,000 words
- ✓ Cookie Policy / DE > PT / 30,000 words
- ✓ Operating Instructions / DE > PT / 25,000 words
- ✓ Software / EN > PT / 600,000 words
- ✓ Database Cloud / EN > PT / 250,000 words
- ✓ Display Ad / EN > PT / 19,000 words
- ✓ Account Security / EN > PT / 30,000 words
- ✓ Data Protection Training / FR > PT / 14,000 words
- ✓ End User License Agreement / EN > PT / 12,000 words
- ✓ Support Article / ES > PT / 8,000 words
- ✓ Software User Guide / EN > PT / 15,000 words
- ✓ Architecture Software / EN > PT / 32,000 words
- ✓ Artificial Intelligence Software / EN > PT / 18,000 words
- ✓ Big Data Document / EN > PT / 40,000 words
- ✓ Communication Tool / EN > PT / 21,000 words
- ✓ Enterprise Resource Planning / EN > PT / 28,000 words

OTHER

- ✓ E-learning Training / EN > PT / 39,000 words
- ✓ Tourism Website / EN > PT / 12,000 words
- ✓ Description of Hotel / ES > PT / 6,000 words
- ✓ University Course Description / DE > PT / 11,000 words
- ✓ Airline Company / EN > PT / 30,000 words
- ✓ Airline Company / DE > PT / 30,000 words
- ✓ E-Commerce / EN > PT / 120,000 words
- ✓ Help Center / EN > PT / 400,000 words

WEBINARS AND CONFERENCES

- ✓ The Creative World of Transcreation and Copywriting
- ✓ Setting Up a Termbase: What does it Take?
- ✓ German Orthography for Language Pros
- ✓ The Ins and Outs of Game Localization
- ✓ A Hands-On Look at Déjà Vu X3
- ✓ MemoQ: Getting Started
- ✓ Transcreation: Translation with a Twist
- ✓ Translation Contracts: Beyond The Basics
- ✓ Terminology Management
- ✓ The Basics of Intellectual Property Law for Translators
- ✓ Translating Patents for Evidence and PCT Filing
- ✓ Proofreading Your Work Efficiently and Effectively
- ✓ Translating for the International Development Sector
- ✓ The Business of Translation
- ✓ Translating for the Pharmaceutical Industry
- ✓ Translating Financial Statements
- ✓ Machine Translation for Translators
- ✓ A Beginner's Guide to SDL Trados Studio 2019 – Part 1
- ✓ A Beginner's Guide to SDL Trados Studio 2019 – Part 2
- ✓ Introduction to Software Localization and SDL Passolo
- ✓ 10 Things You Need to Know About Software Localization
- ✓ An Introduction to Terminology Management
- ✓ Translation Technology Insights
- ✓ Legal Terminology: Commercial Law Terminology
- ✓ Legal Terminology: Patent Terminology
- ✓ How to Become a Successful Patent Translator
- ✓ Privacy/Confidentiality, Basics for Linguists
- ✓ Is Translation Ready for the Digital Ecosystem?
- ✓ Transcreation – When Every Word Counts
- ✓ Globalization – How to Fuel International Growth
- ✓ The Role of Localization in New Product Development
- ✓ How to Measure MT Output Quality? A Case Study
- ✓ Localization Jobs in a Global AI World: Main Drivers and Industry Forecast
- ✓ The Power of Words: Behind the Scenes of a Humanitarian Language Organization
- ✓ Designing the Language Experience for Chatbots

LANGUAGES

English: Professional Proficiency

- ✓ IBEU English Course – Rio de Janeiro, Brazil
- ✓ ECPE – C2 Language Certificate –University of Michigan
- ✓ IELTS – C2 Language Certificate – British Council
- ✓ TOEFL – C2 Language Certificate - ETS
- ✓ Certificate in Translation - London, UK

German: Professional Proficiency

- ✓ German Language Course: Goethe Institute – Rio de Janeiro, Brazil

- ✓ German Language Course: Heinrich Heine University, Düsseldorf, Germany
- ✓ C2 Certificate of Proficiency in German – Goethe Institute/Ludwig Maximilian University, Munich, Germany

French: Advanced

- ✓ Aliance Française - France

Portuguese/Spanish: Bilingual Proficiency

TECHNICAL SKILLS

- ✓ **MS Office:** Windows, Word, Internet, Power-Point, Excel and Sharepoint

AWARDS

- ✓ February 2016 – Specialist Certificate in Enterprise Management – IIBM, Bangalore, India
- ✓ 2007 – 2008 – Scholarship from the Brazilian National Program of Scientific Research (PIBIC) for a research project in the field of economy
- ✓ Involvement in programs for low-income communities and social projects in favelas in Rio de Janeiro
- ✓ Over 30,000 words donated as part of volunteer work for Translators Without Borders and other non-profit organizations
- ✓ ProZ Certification: English to Portuguese
- ✓ ProZ Certification: German to Portuguese
- ✓ Spanish Language Certificate: Instituto Cervantes, Spain
- ✓ SDL Trados Certification

REFERENCES

KELLY TARYLA

Senior Vendor Manager – Morningside Translations (USA)
tv@morningtrans.com

RENÉ ZIMMERMANN

Senior Vendor Manager – Toling Translations (Germany)
translators@tolingo.com

EMESE SIMON

Project manager – Lingo King (Germany)
emese.simon@lingoking.com

PROFESSIONAL
TRANSLATION
PROFILES

- **ProZ:** <https://www.proz.com/profile/2160653>
- **LinkedIn:** <https://www.linkedin.com/in/neyfalmeida/>
- **Translators Café:** <https://www.translatorscafe.com/cafe/member296550.htm>