

MARCIO DE BRITO FREIRE RIBEIRO

Ladeira do Castro, 191/S202
20230-030 Rio de Janeiro RJ - Brazil
Telephone: +55-21-3592-0974; Mobile: +55-21-8709-0988;
E-mail: marcio.brito@gmail.com

Employment

2014 – 2014 Easy Translations
Project Coordinator/Proofreader

Coordination of 4 person translation team, assigning projects to them and proofreading the projects before delivering to the clients. Also translating several documents when appropriate.

2011 - 2013 Prowords
Translation Reviser/Proofreader - Translator

Translation, revision and proofreading of specialized documents in technical fields such as oil and gas and engineering, machinery and equipment manuals.

2010 - 2010 Thermojet do Brasil
A heat up and thermal comfort company at ThyssenKrupp CSA.

Interpreter/Translator

- Simultaneous translations to and from the engineers, operatives, junior and senior partners at situation meetings and project meetings at the coke plant.
- Translation of manuals, work safety and technical documents.

2006 – 2010 Clínica São Vicente
Hospital

Bilingual receptionist

- General and specific information to patients, doctors, and general staff.
- Support to the hospital's executives and board of directors.

2004 - Translator
Freelancer

- Translation and version of documents of many kinds such as newspaper and magazines articles, technical, engineering, oil and gas, manuals, etc.

1996-2004 International Marketing Consultants
Representative and importer of educational
equipment. Sales Assistant

- Developed new business in schools and universities, visiting physics, biology and chemistry teacher and demonstrating the equipment.
- Issued proposals and Proforma Invoices
- Placed orders directly at the companies represented by IMC such as PASCO Scientific, Philip Harris and Lab-Volt.

Education

1992 - Madison School
English as a Second Language school

1998 - UniverCidade
Law School

2007 – Instituto Metodista Bennet
Philosophy

2009 – Daniel Brilhante de Brito Translation Course

Other Skills

Computer literate: excellent knowledge of Word, e-mail and the internet, good knowledge of Excel
Fluent in Portuguese; practical knowledge of English, some French and Spanish

Personal Details

Date of Birth 30 October 1974

Nationality Brazilian

Gender Male

Interests Astronomy, play the guitar, swimming, reading, movies, yoga, play the flute