Henrique Levin **English < > Brazilian Portuguese Translator**
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EDUCATION

1982 Bachelor of Sciences - Civil Engineering
Pontifícia Universidade Católica - Rio Grande de Sul, Brazil

1977 Certificate of Proficiency in English
The University of Michigan English Language Institute

1984 Translation & Interpretation
Universidade Federal do Rio Grande Sul, Brazil - 1982 through 1984

1986 Certificate in Engineering Management for Construction
University of California [UCLA] - Los Angeles, California

SERVICES OFFERED

- Translations, Proofreading, and Editing of technical and non-technical documents in the areas of:
Engineering, architecture, construction and machinery in general
General translation: manuals, periodicals, reference, how-to-books, brochures/catalogs
Software localization
Business/Marketing, Travel/Tourism

HARDWARE AND SOFTWARE

- Pentium 400 and Pentium 166
- Printer HP Deskjet 693C
- Modems: 56 & 33.6
- Office 97 (MS Word, Excel, PowerPoint), WordPerfect 6.1
- Aurélio 2.0 (Portuguese Dictionary)
- Trados 5.0 & 2.2

RESOURCES

- Extensive library of reference material including monolingual and bilingual dictionaries in technical, computer, marketing, science and other fields.

EMPLOYMENT

1994 to Present Freelance Translator
Culver City, California
Responsible for translating, editing, proofreading and quality control.

1988-1997 Staff Consultant
Wagner-Hohns-Inglis-Inc.- ***Pasadena, California***
Documentation, contracts and specification review, preparation of technical reports, construction schedules, field inspections, analysis, production of computer and manual graphics/tables.

1987-1988 Engineering Consultant
Daniel Boruch Construction Company - ***Beverly Hills, California***
Estimating and quality control

1985-1987 Tour guide / Travel Agent
Belton Tours- ***Los Angeles, California***
Escort interpreting, reservationist, accounting

1983-1985 Project Engineer
Condominium Marco - ***Porto Alegre, Brazil***
Engineer in charge of all phases of design and construction, cost analysis, inspections, testing.

1980-1982 Assistant Engineer
Construtora Marajá (Marajá Construction)- ***Porto Alegre, Brazil***
Responsible for field supervision, value engineering, CPM scheduling, production analysis, cost estimates.

1982 English Instructor
CITEC - Technical English Courses - ***Porto Alegre, Brazil***

PROFESSIONAL & TRADE AFFILIATIONS

- American Translators Association (ATA)
- Portuguese Language Division of ATA
- CREA - Conselho Regional de Engenheiros e Arquitetos (registered as a Professional Engineer)
Porto Alegre, Brazil