

Resume of ROGER KAPUR
ATA ACCREDITED FREELANCE TRANSLATOR

Language Pair: Brazilian Portuguese to US English (native speaker)
Specialist Areas: Legal, Financial, Medical translations and editing

Contact Details:

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 Brazil CEP 06246-130

Employment:

<i>Period</i>	<i>Address of Employer</i>
04/98 to present	Working from home (see address above)

Job Title: Freelance Translator/ Editor

I aim to provide a fast, competitively priced and high quality service. I have been working in the translation field for more than ten years and have published in the Chronicle (the journal of the American Translators Association). My clients have included large translation agencies in the US (several in NYC) and the International Monetary Fund in Washington. I have also worked for translation agencies in various other countries. My productivity is up to 5,000 words per day. Software installed on my system includes Microsoft Office XP Professional SP2. I own an excellent range of English, Portuguese and Portuguese/English dictionaries and reference books on specialist terminology in finance, law and medicine and frequently use online resources (I have a broadband connection to the Internet). As I work from home, you can contact me at all hours and at the weekends. My cell phone indicates when I receive emails from regular clients. I can accept payment by PayPal or a check in US dollars.

06/95 to 04/98	Unibanco - União de Bancos Brasileiros S.A. Edifício Unibanco, Avenida Eusébio Matoso, 891 - Pinheiros; São Paulo - SP. Brazil CEP 05423-901
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Job: Translator/ Editor

Before going freelance, my previous experience was as the editor and translator of a large financial research department within a Brazilian investment bank. My job was to translate, edit and proofread the analyses produced by the investment research and corporate finance teams of Brazil's third largest private sector bank (the department in which I worked was one of the largest of its kind in Latin America, with more than 25 analysts, divided into company, sector and macroeconomic research). The material I translated was largely legal and financial. I also wrote letters for the bank's directors besides explaining technical terms from financial/legal English, suggesting new publications and improving the layout of our existing ones. Occasionally, I was asked to write macroeconomic analyzes (using figures furnished by the bank's economists). The principal challenge of my job was to adapt work produced by a department that for decades was oriented towards "buy-side" research. I made this research compatible with the necessities of the bank's sales team. This involved ensuring that the text was clear and concise, checking the figures in graphics and writing in natural English, besides explaining clichés, jargon and references to the Brazilian market that are not commonly understood abroad. During the time I was with the bank I believe that I significantly improved the presentation of its investment publications, besides greatly increasing the volume of research sent abroad (I personally translated an average of 2,000 words per day, in addition to my other duties, and in peak periods my production reached much higher levels).

08/93 to 06/95

Misasi Corretora de Valores S.A.
Rua Líbero Badaró, 377 / 29º andar - Centro;
São Paulo - SP.
Brazil CEP 01009-000

Job: Translator

I worked in the International Department of this Sao Paulo Stock Exchange member. My work principally involved translating the brokerage's investment reports and correspondence. Besides translating, my duties included designing and executing campaigns to generate new clients. I wrote the introduction letter, chose the firms to be contacted, called the foreign companies and set up meetings with foreign financial institutions in various parts of the world to speak about our operation in the stock market.

EDUCATION AND PROFESSIONAL EXAMS PASSED

PROFESSIONAL EXAMINATIONS

A.N.C.O.R. (São Paulo)

12/94 Stock Market Investment Analysis

Chartered Insurance Institute (London)

12/92 Financial Planning Certificate

10/92 Financial Adviser's Competence Test

Society of Investment Analysts (London)

08/90 Principles of Economics COMPLETED WITH MERIT (top 10% of candidates)

Statistics and Financial Mathematics

12/89 Interpretation of Accounts and Corporate Finance

Principles of Accounting

London Stock Exchange

Securities Industry Examination (SIE (Dip))

07/89 Regulation and Compliance COMPLETED WITH CREDIT (top 10% of candidates)

Interpretation of Financial Statements

12/88 Investment Analysis

Learning Tree University (Los Angeles)

06/87 Preparing for a Career as a Stockbroker

UNIVERSITY:

Queen's University of Belfast, United Kingdom

1980 to 1986: Medical Degree Course:

The Third Professional Examination (General Medical Council)

The Second Professional Examination (General Medical Council)

HIGH SCHOOL:

Rainey Endowed School, Magherafelt, United Kingdom

1974 to 1980: 7th to 12th grades

1980: W.H. Long Memorial Prize (given to high school valedictorian)

06/1980 A Levels (Senior High); Physics: Grade A; Chemistry: Grade A; Biology A

06/1979 Mathematics: Grade A (completed exceptionally in 1 yr)

06/1978 O Levels*(Junior High); Physics (A), Chemistry (A), Biology (A), Applied Mathematics (A), Ordinary Mathematics (A), French (A), English Language (A), English Literature (B)

* Grades shown in parentheses.