

# Garrett Riley

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## WRITING, TRANSLATION, AND ADVANCED CONVERSATION SKILLS

Motivated and accomplished English teacher, music journalist, poet, copywriter and translator seeking a challenging position within a large business organization as a translator or advanced conversation teacher. A native speaker who offers a solid foundation in creative writing, high-level corporate English instruction, with a focus on linguistic naturalization and a proven ability to deliver natural and successful results, increase fluency and comprehension, as well as collaborate with teams across language barriers.

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## RELEVANT ABILITIES

Project management

Public speaking

Self motivated

Strategic lesson planning

Critical thinking skills

Proactive

Fluid translation/ naturalization

Communication skills

Well organized

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## PROFESSIONAL EXPERIENCE

### Self Employed

October 2021 - Present

#### English Teacher/ Translator/ Conversation Coach

I taught students at all levels, from elementary school to high-level corporate professionals, translated business emails, art magazine articles, taught basic grammar, naturalized conversations with already fluent English speakers, built strong student-teacher relationships, transcribed videos and recordings for corporate review.

### Light Rail Studios

January 2018 - August 2023

#### Copywriter

I wrote announcements and outlines for upcoming releases, newsletters, copy for pre-order album announcements, helped with invoices, and updated the website and social media regularly.

### Red Lips Woman Productions

July 2014 - March 2018

#### Poet/ Playwright

I formed a major branch of the Red Lips Woman Productions network of playwrights, producing original plays, poetry exhibitions and composing several live performances, stretching language to its logical limit to rise above the rules and using it to express more than is commonly considered possible.

### Reckless Magazine

July 2014 - January 2018

#### Musical Journalist

I attended and reviewed musical performances, wrote advertisements, completed work in a timely manner within a corporate structure, took editorial notes, met deadlines, and worked as a team in an efficient and cooperative manner.