
Garrett Hudspeth

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Passionate Translator with highly a developed understanding of Japanese and English language/culture. Skilled in quickly translating written documents while preserving meaning and nuance, especially in creative work (literature, manga, video games, anime, etc.) Trained in creative writing with a love of all things art.

SKILLS

- Japanese to English Translation
- Time management
- Written and verbal communication
- Proofreading and editing
- Highly organized and meticulous with an emphasis on accuracy

EXPERIENCE

Freelance Translator - *Self Employed*

AUG 2019 - PRESENT

- Translated creative tests from Japanese to English.
- Proofread translated text to check for grammar, spelling and punctuation accuracy.
- Cross-referenced specialized dictionaries and translation tools to check quality of translation.
- Translated Japanese media to English preserving original meaning and tone.
- Edited translated content to maintain original format, font, and structure.
- Communicated effectively with clients to establish scope and requirements of translation, following up after submission of work to confirm satisfaction and understanding.
- Successfully met deadlines and managed high volumes of work.

White Candle LLC, Portland, OR - *Typist*

FEB 2017 - NOV 2018

- Organized and prioritized various clerical duties including proofreading, spell checking, document filing and data entry.
- Fulfilled receptionist duties including answering phone calls, responding to emails, and delivering messages to staff members.
- Accurately typed 100 words per minute with minimal errors.

EDUCATION

Southern New Hampshire University - **Hooksett, NH**

Expected graduation in 2022

- Bachelor of Arts: Literature - **4.0 GPA**
- **2000+** hours of volunteer English tutoring to Japanese students.