

Marsha Burdick

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Successful English Teacher with expertise in building engaging lesson plans and communicating ideas to foster student comprehension. Expert in adapting course materials to meet established standards and individual academic capabilities. Focused on improving students' conversational abilities and pronunciation.

Highly experienced Translator with proven track record of delivering precise translations from Italian to English. In-depth understanding of cultural nuances to effectively bridge communication. Dedicated to accuracy and reliability. Skilled in quickly and accurately translating written documents.

Websites and Profiles

- <https://www.linkedin.com/in/marshaburdick/>
- <https://englishconversation.substack.com/>
- <https://homebizhaven.com//>

Skills

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|---|---|
| • Translation, editing and proofreading | • FLUENT in Italian |
| • Trados Studio 2021 (own license) | • Italian and American cultural expertise |
| • Experience with Phrase | • Designing ESL courses and activities |
| • Quality control analysis | • Conversation and pronunciation trainer |
| • Marketing and technical writing | • Preparation for TEFL, TESOL tests |

Work History

Translator

Freelance, Italy

January 2005 - Current

- Translated documents and website content from Italian to English.
- Reviewed final work to spot and correct errors in punctuation, grammar, and translation.
- Researched cultural etiquette and specific use of slang words.
- Proofread, edited and improved documents of different lengths.
- Translated short stories, poetry and novels from Italian to English.
- Maintained message content, tone, and emotion as closely as possible.

- Created detailed reports on accuracy of translated documents.
- Reviewed, edited and proofread translated documents for accuracy.
- Developed and maintained glossary of technical terms.
- Stayed current on new expressions and cultural changes impacting language translation.

ESL Teacher

Freelance, Italy

October 1998 - Current

- Educated students in basics of English grammar and conversational speaking.
- Developed and taught original ESL curriculum to improve students' conversational abilities.
- Gave one-on-one attention to each student while maintaining overall focus on entire group.
- Created tailored lesson plans and original activities to accommodate different learning styles.
- Delivered effective lessons to reinforce conversation skills in.
- Facilitated small group and individual instruction to maximize student learning.
- Assessed work of adult students to evaluate progress and identify areas for improvement.

Education

Associate of Science in Business Administration (April 2025)

University of The People at Pasadena, California

Certifications

CELTA - Certificate of English Language Teaching to Adults (January 2011)

Languages

English



Italian



Interests

- Blogging and creative writing
- Designing and building websites
- Pianist for personal enjoyment and church services
- Passionate about balancing physical health with mental and emotional wellness.
- Walking and cycling, as recreational activities to maintain physical fitness.
- Geriatric healthcare and related areas involved in taking care of my elderly parents.