

John Belmont

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SUMMARY

Professional freelance editor interested in working with authors to evaluate, developmentally edit, copyedit, and proofread their works. Passionate about helping writers to effectively articulate their ideas, thoughts, and experiences.

EDITORIAL SKILLS AND QUALIFICATIONS

- Text editing: Microsoft Word (Mac and PC), Adobe Acrobat, Google Docs, traditional proofreading marks
- Photo-editing: Adobe Photoshop for print production (Adobe Certified Expert, 1999)
- Style manuals: *Chicago Manual of Style*, 17th edition; *MLA Handbook*, 8th edition
- Dictionaries: *Merriam-Webster's Collegiate Dictionary*, 11th edition
- Editorial training: Editing Certificate, 2017, University of Washington

EDITORIAL WORK HISTORY

Editor | Belmont Editing and Tutoring Services | Seattle, WA 2016–present

Book Editing:

- Copyediting: *The Glass Vampire*, by David Page, 2017. Genre: fiction, dark fantasy, 315 pages, self-published on CreateSpace.
- Manuscript evaluation (fiction): I have performed two evaluations on two novels, which are currently being published. My evaluations include my in-depth written feedback on issues of plot, pacing, character development, point of view, and structure.

Academic Editing:

- Developmental editing and copyediting: college entrance essays (undergraduate and graduate).
- Writing coaching: high school and undergraduate English essays: persuasive, synthesis, narrative, descriptive, and expository.

TUTORING WORK HISTORY

English, ESL, and Russian Tutor | Belmont Editing and Tutoring Services | Seattle, WA 2004–present
Clients include high school students, college students, and business professionals.

English and ESL Tutor | North Seattle College, Page One Writing Center | Seattle, WA 2004–present
Tutor composition, grammar, and pronunciation; and facilitate English conversation groups for students of various cultural backgrounds.

ESL Conversation Leader | University of Washington | Seattle, WA 2004–2006
Led conversation groups for international students enrolled in the summer intensive English language program.

OTHER EXPERIENCE

Online Peer Counselor | 7 Cups of Tea (7cups.com) 2014–present
Offer anonymous online peer support to those struggling with emotional well-being.

Peer Coach | Belmont Coaching | Seattle, WA 2014–2016

- Provided peer support and mentoring services to clients seeking career and life changes.
- Created achievable goals and held clients accountable to accomplishing them.

International Programs Assistant | North Seattle College | Seattle, WA 2010–2013

- Assisted teaching staff of Humanities 299 - First steps to American Culture: grading, lesson planning, and curriculum development.
- Conducted new student orientations.
- Counseled students who struggled with classes and cultural acclimation.

Peer Counselor | The Recovery Café | Seattle, WA 2011–2012

Counseled people struggling with issues of mental health, substance abuse, and homelessness.

PRINTING/PREPRESS EXPERIENCE

Freelance Photo Editor | Alterna-Graphics | Seattle, WA 1999–2002

Completed digital imaging and other prepress tasks for art directors and photographers using Adobe Illustrator and Adobe Photoshop (became a Certified Expert in Photoshop through Adobe's ACE program).

Photo Editor/Digital Artist | Rainier Color, Inc. | Seattle, WA 1996–1999

- Responsible for image retouching and special effects for print production.
- Handled color mark-up of digital proofs and execution of corrections.
- Created consistent imaging workflows for multiple large publications.
- Often called upon by art directors to provide feedback and to accomplish conceptual tasks relevant to specific projects.

Prepress Assistant | International Printing and Publishing | Houston, TX 1990–1996

Supported prepress personnel: lithographic plate production, film stripping, lithographic camera operation, and image retouching using Adobe Photoshop.

EDUCATION

University of Washington Professional and Continuing Education 2017

Certificate: Copyediting

University of Washington 2004

BA Russian Language and Literature/Linguistics (3.95 GPA)

Defense Language Institute, United States Air Force | Presidio of Monterey, CA 1990

Russian Language (3.9 GPA)

CONTINUING EDUCATION COURSES

Coursera.org | University of Leiden, Netherlands 2019

Certificate: De-Mystifying Mindfulness (six-week course)

Coursera.org | University of Copenhagen, Denmark 2018

Certificate: Søren Kierkegaard - Subjectivity, Irony, and the Crisis of Modernity (eight-week course)

Coursera.org | Princeton University 2018

Non-certificate: Buddhism and Modern Psychology (six-week course)

PROFESSIONAL ORGANIZATIONS/MEMBERSHIPS

- Northwest Independent Editors Guild
- Editorial Freelancer's Association

AWARDS AND PUBLICATIONS

Licton Springs Review Literary Journal

2005

- Poetry: *Nagus Verve*, *Desanctuary*, *Pedantic X*
- Short story: *19c*

Third Annual North Seattle College Art Auction

2001

People's Choice Award for mixed media artwork: *Earth Candy*