

# LIAM J. MILLETT

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## Education

### University of Illinois at Urbana-Champaign

Bachelor of Arts | College of Liberal Arts and Sciences

**Majors:** Economics | Global Studies

**Minors:** Portuguese | Spanish

**Related Coursework:** Computer Science, Marketing, Political Science

#### Education Abroad:

- BCNLIP Language School | *Barcelona, Spain*
- Universitat de Barcelona | *Barcelona, Spain*
- Pontificia Universidade Católica | *Rio de Janeiro, Brazil*
- CIAL Centro de Línguas | *Lisbon, Portugal*

Graduation: May 2019

Cumulative GPA: **3.74 / 4.00**

*May - August 2018*

*January - June 2018*

*February - July 2017*

*May - July 2016*

## Work and Volunteer Experience

### French National Department of Education

*Incoming English Language Teaching Assistant*

Basse-Normandie, France

*September 2019 - April 2020*

### Northwestern University Sailing Center

*Sailing Instructor*

Evanston, IL

*May 2015 - September 2019, Seasonal*

- Instructed adults' and children's sailing courses for groups ranging in size from individual lessons to children's camps of thirty students
- Adjusted curriculum on-water and in the classroom to meet students' needs
- Oversaw rentals and safety contracts for windsurfing, sailing, kayak and paddleboard equipment
- Monitored clients on the water while offering assistance with problems such as weather emergencies and malfunctioning equipment
- Completed a course on boat safety and rescue procedure, as well as First Aid/CPR, preparing me for unpredictable on-water rescues

### East Central Illinois Refugee Mutual Assistance Center

*Student Volunteer*

Urbana, IL

*August - December 2017*

- Offering critical translation services and resources to immigrants and refugees settling in the Urbana-Champaign area
- Informing, assisting, and investigating on behalf of clients to complete relevant health, immigration and other legal documentation
- Identifying employment opportunities and aiding with job application processes for illiterate and non-English-speaking clients
- Resolving linguistic and legal misunderstandings between clients and their employers, social services, or immigration authorities

### Lad & Lassie Shop

*Retail Employee*

Wilmette, IL

*Aug 2011 - May 2015*

- Performed retail sales, responded to customer inquiries, and assisted with marketing and management of product inventory
- Shadowed the management, buying and merchandising of products at a multi-generation family business
- Balanced the responsibilities of helping to support my family's business with studying and extracurriculars throughout high school years

## Language Proficiency

### Language Proficiency Level

### Official Certifications

<b>Spanish</b>	High Advanced / Effective Operational Proficiency (C1)	C1 DELE (Diploma of Spanish as a Foreign Language), Cervantes Institute
<b>Catalan</b>	High Advanced / Effective Operational Proficiency (C1)	C1 Certificate, BCN LIP Language School
<b>Portuguese</b>	High Advanced / Effective Operational Proficiency (C1)	B2 Certified by CIAL Centro de Línguas

**Other Languages:** French - Upper Intermediate (B2) | Italian - Intermediate (B1) | German - Elementary (A2)

## Skills and Abilities

### Technical Skills

- Microsoft Excel (Proficient)
- Stata (Proficient)
- Google and Microsoft Office Suites (Proficient)
- Java (Intermediate)

### Work Strengths

- Intercultural Communication and Translation
- Research and Data Analysis
- Customer Service and Conflict Resolution
- Teaching and Effectively Engaging Students

## Fellowships

### Foreign Language and Area Studies (FLAS) Fellow | *Summer 2018*

- Awarded by the UIUC European Union Center for the intensive study of Catalan at the C1 level in Barcelona, Spain

### Foreign Language and Area Studies (FLAS) Fellow | *Academic Year 2016-2017*

- Awarded by the UIUC Center for Latin American and Caribbean Studies for the study of Brazilian Portuguese and Latin American Studies

### Foreign Language and Area Studies (FLAS) Fellow | *Summer 2016*

- Awarded by the UIUC European Union Center for the intensive study of Portuguese at the B2 level in Lisbon, Portugal