

Ruth Almodal

East London E2

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EDUCATION

2019-2022, City University, BA English (Course Representative)

- Modules include: Forms and Performances

2016-2019, Brockenhurst College

- A Levels: Sociology (A) Film Studies (B) English Literature (B) Classical Civilisations (C)

2012-2016, Priestlands School

- 6 GCSES: A*-C including English and Mathematics

EXPERIENCE

2019, Editorial Assistant, The Bard, City University

- Assisting and liaising with editors, documenting submissions in a spreadsheet
- Copyediting submissions and producing content.

2018, Babysitter/Housesitter, Private

- Built a rapport through encouraging active play and learning.
- Compliance with health and safety, ensuring an uncluttered and safe building.

2018, Volunteer Assistant, Lymington Library

- Compiled books in accordance with the Dewey Decimal System.
- Utilised interpersonal skills in communicating with members of the public.

2017-2018, Student Ambassador, Brockenhurst College

- Collaborated with international students and gained cultural awareness
- Coordinated in teams of up to 5 to assemble and dismantle signage.

2016-2017, Retail Volunteer, Oxfam Lymington

- Efficiently maintained an online and storefront inventory unsupervised.
- Gained understanding of depreciation and profit through selling previously owned products and of current issues affecting consumer markets through researching fair trade.

2015, Work Experience / General Assistant, The Angel and Blue Pig

- Initiated regular stock checks and monitored an online booking system.
- Worked in a front-of-house team of 4 to deliver amicable customer service.

SKILLS

- HTML + CSS (Beginner) - Code First: Girls / General Assembly Dash
- MS Suite - Excel, Powerpoint, Word (Intermediate)
- Adobe Photoshop (Beginner)

EXTRACURRICULARS

- Member of "Mouth That Roars" Hackney Media Club
- Member of Barton Court Studios - 2016-2018