Emma Rutledge -Curriculum Vitae

***Education***

***Carrick-on Shannon Community School 2001-2006***

Leaving Certificate

**Institute of Art Design and Technology Dun Laoighaire**

B.A. in English Media & Cultural Studies 2007-2012

Modules include: Political Economy & Globalisation, Gender, Sexuality, Pop-Culture, Film Studies,

Political Cultures and Identities in Ireland, Creative Writing, English & Irish Literature.

Skills:

 in-depth knowledge of a wide range of literary works, media texts, films, visual cultures, and political economy of cultures

 how different cultures work and how people experience them

 strong critical and analytical thinking skills

 highly-developed oral and written communication skills

 working in teams

***Awards & Certificates***

ECDL Diploma 2005

Distinction in grade 11 (senior advanced) Speech & Drama exam 2006

Secretarial Diploma- proficient in essential computer and office skills 2007

ACELS/NQAI Teacher Training Certificate (CELT) 2013

***Positions Held***

**Carrick Cineplex Summer 2007**

Duties: running internet cafe, ticket sales, cleaning, attending to customers, attending to the cafe.

**Scott's Bar, Dun Laoighaire Oct 2007—Apr 2009**

Duties: tending bar and waitressing

**Papillon Night Club, Carrick-on-Shannon Oct 2010-Feb 2011**

Duties: Tending Bar

**The Bakery and Delicatesssen, Carrick-on-Shannon June-Sept 2011**

Duties: Food and beverage preparation, waitressing

**Ramada Hotel and Suites at Lough Allen Summer 2012-present**

'Lough Monsterz' Kids Club Activity Leader: establishing a natural connection with children ages 3-15, attending to their needs, creating a fun and engaging space through the use of games, outdoor activities, drama, arts & crafts, establishing a friendly report

with parents and children, displaying strong leadership skills

**Freelance Face Painting and Make-up Artistry 2010-present**

Hen and Stag Parties, Children's birthday parties, 21st's, Festivals, Costume/fancy dress, Christmas parties & Corporate events

**References**

Available on request

Emma Rutledge

Kilboderry Summerhill

Carrick-on-Shannon

Co. Leitrim