

STELLA GRANIA KENNEDY-WHITAKER

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PROFILE

Multilingual graduate with experience in diverse forms of customer service. Comfortable working in a team as well as alone. Excellent communicator and enthusiastic about gaining experience and refining skills through work opportunities.

EDUCATION

- 2017 - 2020
GOLDSMITHS UNIVERSITY
- BA Sociology
- 2020 - 2022
GOLDSMITHS UNIVERSITY
- MA Visual Sociology

WORK EXPERIENCE

- 2024 - PRESENT
CinemaAttic Ltd.
Subtitler

 - Providing captions with audio description for the hearing impaired.
 - Placing and timing the subtitles files provided by the distributors as well as adjusting them when necessary.
 - Ensuring timely delivery before deadlines.
- 2024
Paco Bech
Subtitler and translator

 - Transcribing the documentary film *Riqueni*.
 - Translating the film from Spanish into English.
 - Creating the English and the Spanish subtitles.
 - Creating the captions in both languages.
 - Translating the reviews and descriptions of Rafael Riqueni's performances for his social media and website.
- 2024
GALA Ltd.
Ticket scanner

 - Scanning tickets.
 - Regulating the flow of people going through security.
 - Greeting people as they enter the festival ground.

SKILLS

- Familiarity with DaVinci Resolve.
- Experience in customer service.
- Experience with qualitative research.
- Time management.
- Effective communication.

LANGUAGES

- English (native)
- Spanish (native)
- French (fluent)

WORK EXPERIENCE

■ 2023

Karaca Porcelain Ltd.

Retail Assistant

- Operating the till.
- Assisting with the delivery of the stock which required heavy lifting of large goods.
- Cleaning the store and the presentation of the displays.
- Customer service.
- Acquiring knowledge of the products in the store such as the materials used and the operating of kitchen gadgets.

■ 2021-2023

South East London

Stall Vendor

- Customer service.
- Mounting and dismounting the stall.
- Handling cash.

■ 2018-2019

AirBnB

Assistant to Host

- Handling the bookings and answering guest queries.
- Preparing the flat for guests (laundry, cleaning, overseeing repairs.)
- Greeting the guests and offering suggestions of activities, cultural venues, landmarks and restaurants/ bars.

VOLUNTARY WORK

■ 2018-2019

Redwood Housing Co-operative

Fire Safety Assistant

- Conducting regular building sweeps to identify possible fire hazards.
- Creating attractive posters to encourage community engagement.
- Maintaining a clear understanding of the compliance rules of fire safety legislation.