

Ms. Anne-Sophie R.

J-1 Visa candidate, does not require sponsorship

EDUCATION

- Master's degree in Modern Literature (French Maîtrise), University Paris-Nanterre, France, 2008.
- High School Diploma (Baccalauréat), High School Auguste Renoir, Limoges, France, 2004.

SKILLS

- Strong customer service skills
- Maintaining up-to-date knowledge on current books, authors, and books to be launched
- Excellent communication skills
- Experience in liaising with external groups like schools and libraries
- Computer and Internet savvy
- Editorial abilities
- Fluent in English and French

EXPERIENCE

BOOKSELLER

L'INFINIE COMEDIE (INDEPENDENT BOOKSHOP),BOURG-LA-REINE, FRANCE|OCTOBER 2019 – CURRENT

- Opening of a new shop (launched in October 2019) : book selections in french and foreign literature (classic and new books)
- Events with authors
- Promoting shop visibility through social medias

L'ECRITURE (INDEPENDENT BOOKSHOP),VAUCRESSON, FRANCE|SEPTEMBER 2018 – SEPTEMBER 2019

- Assisting customers with locating books, handling book sales
- Creation of new sections for comic and manga lovers
- Organization of literature discussions for customers, in partnership with local libraries
- Promoting shop visibility through social medias

CHRONIQUES (INDEPENDENT BOOKSHOP), CACHAN, FRANCE| JUNE 2017- AUGUST 2018

- Assisting customers with book recommendations (French and foreign literature, children's books, comics, nonfiction books)

- In charge of the meetings with authors and the signing sessions
- Arranging book deliveries and dealing with books returns
- Operating cash register

ESPACE CULTUREL LECLERC (RETAIL CHAIN), SAINT OUEN, FRANCE|NOVEMBER 2010 – AUGUST 2014

- Leading children's area with ordering new stock from catalogues and directly from publishers
- Hosting story telling times twice each month for children

LES MINOTS (INDEPENDENT BOOKSHOP DEDICATED TO CHILDREN), PARIS, FRANCE| JANUARY 2009 – NOVEMBER 2010

- Internship : serving customers, dealing with money, giving advices on children's books
- Hosting cooking and drawing workshops for children twice each month

LIBRARY CUSTOMER SERVICE REPRESENTATIVE

LA GENERALE LIBREST, IVRY SUR SEINE, FRANCE|FEBRUARY 2016 – OCTOBER 2016

- Order management (input, bibliographic research, coordination with purchases)
- Administrative follow-up (quote, delivery note, invoicing)
- Customer satisfaction management (information, advice)
- Selected bibliographies for Paris Public Library Network

SOCIETE FRANCAISE DU LIVRE, PARIS, FRANCE|AUGUST 2014– FEBRUARY 2016

- Cataloging new books for Société Française du Livre's bookshop
- Bibliographic researches for librarians and booksellers
- Working closely with teaching staff from local schools and librarians

JOURNALIST

COLUMNIST|PAGE DES LIBRAIRES (LITERARY MAGAZINE), PARIS, FRANCE| DECEMBER 2016- CURRENT

- Articles on new books (both french and foreign, comic books and youth literature), interviews with american authors (Rachel Kushner, Jacqueline Woodson, Rebecca Makkai...) translated in French
- Literary presentation in Bibliothèque Nationale de France (Paris) for librarians and booksellers, introducing new books to come

BROADCAST JOURNALIST| FRANCE CULTURE AND EUROPE 1, PARIS, FRANCE|JUNE 2017- CURRENT

- Guest once a month of the literary radio show “La Compagnie des Oeuvres” : selection of three books
- Guest twice a month of “La Voix Est Livre” : One new book presented on the show