Jess Cooper

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SKILLS

- Nielsen Bookscan
- public speaking
- Communication Skills
- british sign language level Two
- Drivers Licence

Education

Publishing MA

2022 - Present
Manchester Metropolitan University

English & Film BA 1st Class Hons

2019 – 2022
Manchester Metropolitan University

3 A Levels B - D

2015 – 2018
Sale Grammar School

10 GCSEs A*- C

2010 – 2015
Sale Grammar School

PROFILE

I am currently in the third term of my Masters in Publishing at Manchester Metropolitan University. I have really enjoyed the modules offered to me throughout my Masters, which has included: Publishing Business and Operations, Editorial and Commissioning, Literature in Translation and Contemporary Magazine publishing. I have thus had a very varied and broad taste of what this industry has to offer.

The Contemporary Magazine Publishing module asked us to create a student magazine from scratch and so, I saw the creation of *Lemon & Honey* from beginning to end and was Editor-in-Chief of the project. This gave me great insight into the creative and critical skills and the amount of teamwork and constant communication that is needed to be an editor. In addition to this experience, I also spent eight months of my second year writing various short articles for a Manchester-based independent online magazine. This experience challenged me as I became accustomed to receiving critical feedback, editing my own writing, undertaking independent research, meeting deadlines, and writing about a broad range of topics. I saw the process of articles from brief to publication, and being gratified by seeing my name under a headline, meant that I have since become intent on pursuing a role in the editorial sector of the Publishing industry.

Having worked as a barista, I gained invaluable communication skills in order to converse with customers in a warm and friendly manner. Additionally, last year I obtained my Level Two certificate in British Sign Language which has given me insight into just how unwelcoming the world is for the Deaf and Hard-of-Hearing community and allows me to communicate more effectively with those within the community, and to be more inclusive as a person to those around me. It is also why I am interested in translated literary fiction and other tools such as audiobooks and e-readers which allow for accessibility to literature and diverse texts to all.

I have an eye for details and I am able to learn as I go. I am proficient in using Nielsen Bookscan to find pertinent data and during my time as a Student Library Associate, I learnt how to navigate the Dewey Decimal System in order to shelve books accurately and also help students understand it easily, too.

At school, I took part in multiple school productions which gave me experience and the confidence to speak publicly. I continued this hobby by Chairing the Onstage Musical Theatre Society for the past two years which has allowed me to become a more outgoing person, able to adapt to any environment. It has also provided me valuable skills with regards to technology and administration as my responsibilities included coordinating tech with the management of a production, tracking finance through Excel, and filling out Purchase Orders and Risk Assessments.

I am pursuing an entry-level/graduate job or internship in Manchester or London in the editorial, translated fiction, or audiobook and e-reader development sectors of the industry.

EXPERIENCE

Student Library Associate

Sept 2022 – Present
All Saints Library, Manchester Metropolitan University

Barista and Waitress

Sept 2019 – Present
Orchard Café, Ashton-On-Mersey

Volunteer Writing

Dec 2020 – Aug 2021
ManchesterWire.com