

ALICE SPREAFICO

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Personal Statement

A MA graduate in Museum and Gallery Studies looking for a position that enables me to use and develop my technical, research and communication skills gained through work experiences in museums and art galleries. My career goal is to assume a role which allows me to further my expertise and take responsibility in cultural projects.

Skill Highlights

- Collection research and interpretation
- Object Handling
- Public Programming
- Relationship Building
- Exhibition planning and design
- Event programming
- Microsoft Office Package
- MacOS Package
- Internet Package
- WordPress
- Social Media
- Italian – Native
- English – C1
- Spanish – A1
- French – A1

Education

MA MUSEUM AND GALLERY STUDIES WITH MERIT - KINGSTON UNIVERSITY, LONDON 2018-2019

Acquired a real-world experience and knowledge of working with museums and art galleries through the creation of projects in partnership with:

- the Freud Museum
- the Brooklands Museum
- the Estorick Collection of Modern Italian Art
- the Museum of London

BA SCIENCE OF CULTURAL PROPERTY 2:1 - UNIVERSITY OF MILAN, MILAN (ITALY) 2013-2017

Acquired knowledge of the history of art from the archaeological period to modern days.

- Etruscan, Greek and Roman Archaeology
- History of Medieval, Modern, Contemporary Art
- History of Oriental Art and Design
- Librarianship
- Anthropology
- History of Theatre and Drama

HIGH SCHOOL DIPLOMA IN BUSINESS CONSULTANT PROFICIENT IN FOREIGN LANGUAGES: ENGLISH, SPANISH, FRENCH - ACHILLE MAPELLI HIGH SCHOOL, MONZA (ITALY) 2009-2013

Work Experience

- BAR ASSISTANT – DAVY'S OF LONDON, LONDON** 08/2018 – 03/2020
- Work in team to ensure the delivery of a quality service to customers
 - Deal with different kind of situations and needs under pressure
 - Acquire knowledge of wines
- COLLABORATOR – YMX EVENTS, LONDON** 09/2019 – 12/2019
- Planned and coordinated the public programming in order to delivery exhibitions, events and workshops regarding Art, Music, Theatre
 - Promoted events across social media platform to reach out a target audience in the aim of building long term relationships
 - Arranged views of the space to support activities
 - Kept records of incoming artworks to be prepared for exhibitions
 - Helped set up and dismantle events efficiently
 - Supported the events manager with logistical and administrative support
- VOLUNTEER MUSEUM ASSISTANT – MUSEUM OF BRANDS, LONDON** 06/2019 – 09/2019
- Facilitated visits and answered enquiries regarding the museum collection, the upcoming events and workshops
 - Assisted in admissions for both the general public and booked groups
 - Sold museum merchandise and help to keep the gift shop fully stock and operational
 - Conducted online research to build contact lists
- FAIR ASSISTANT – AFFORDABLE ART FAIR, LONDON** 05/2018
- Assisted with the set up and breakdown of the fair and during the fair
 - Received and welcomed visitors with information and location requests
 - Supported exhibitors in order to guarantee the development of the fair
- FAIR ASSISTANT – INTERNATIONAL TRAVEL FAIR, MILAN (ITALY)** 02/2018
- Welcomed visitors, answered enquiries regarding daily-plan, tourism information and booked appointments with exhibitors
 - Delivered a public programming, including workshops, conferences and tours
- LIBRARY AND ARCHIVE ASSISTANT – LA TRIENNALE DI MILANO, MILAN, (ITALY)** 05/2017 – 07/2017
- Provided assistance to Assist Librarian and Archivists in the maintenance and display of collections of books, periodicals, magazines, newspapers, historical documentation and other materials
 - Kept records of material received, stored, issued and returned according to the system used
 - Sorted books, publications, and other items according to established procedure and return them to shelves, files and designated storage areas
 - Instructed patrons on how to use reference sources, catalogs and automated information systems
- ART WEB WRITER – LO SBUFFO, MILAN (ITALY)** 10/2016 – 10/2017
- Researched industry-related topics regarding art sector using multiple sources
 - Identified customers' needs and gaps in our content and recommend new topics
 - Experience with Content Management Systems such as WordPress
 - Promoted content on social media