

QUALIFICATIONS:

University of Westminster, London BA (Hons.) French and Law

Birkbeck College, University of London Certificate in Egyptology

EMPLOYMENT HISTORY:

November 1999 - Present

Freelance Picture Researcher

- Sourcing and editing images for book publishers
- Subjects include Italian cookery, Ancient Egypt, Pinewood Studios, English folklore, history of Illinois, Texas and Massachusetts, Surrealism, autobiographies of John Cleese and Rod Stewart
- Keeping detailed records of rights, credits and captions
- Managing strict budgets
- Writing captions for images used

August 2019 – March 2020

**Picture Research and Footage Research Manager
Bridgeman Images**

- Manager of team of 6
- Working with team to source requested images from photographers/museums/galleries/artists/agencies
- Captioning and keywording sourced images & footage
- Working closely with the marketing team to promote new and existing content by creating curated content
- Dealing with queries regarding IP, copyright and additional clearances from sales team and clients worldwide

December 2005 – July 2019

**Cataloguing Manager
Bridgeman Images**

- Manager of team of 5
- Editing and ingesting submissions of new and replacement images and accompanying metadata to DAM system from suppliers - photographers/museums/galleries/artists/agencies
- Working with team to add appropriate captions and keywords to images & footage
- Checking and amending captions and keywords
- Dealing with queries regarding IP, copyright and additional clearances from sales team and clients worldwide
- Maintaining copyright database

August 2001 - December 2005

Cataloguer of French Collections

Bridgeman Art Library

May – July 2000

Picture Researcher
Science & Society Picture Library, Science Museum

January 1997 – November 1999

Picture Researcher/Cataloguer
Bridgeman Art Library

RELEVANT SKILLS:

- ★ Very good general knowledge
- ★ Well-developed visual sense and memory
- ★ Over 20 years' experience in one of Europe's largest sources of art, culture and historical images
- ★ Excellent analytical, organizational and managerial skills
- ★ Familiarity with various computer systems
- ★ Extensive picture cataloguing, research, tagging and archiving experience
- ★ Broad knowledge of current IP, copyright and rights clearance
- ★ Excellent communication skills
- ★ Ability to work proactively on my own and within a team

INTERESTS:

Travel, art, visiting museums and galleries, music, film, ancient history, pub quizzes, cooking