

LUCIANA RODRIGUEZ

147 Fox Hill Drive
Hackettstown, NJ 07840
schwangel228@gmail.com
201-407-6731

PROFESSIONAL EXPERIENCE

WARREN COUNTY LIBRARY

JULY 2021 – CURRENT, F/T SENIOR LIBRARY ASSISTANT

- Present weekly Storytimes for preschoolers and toddlers
- Present periodic sensory friendly Storytime, age inclusive
- Plan, promote and implement childrens, tweens and teens programs including crafts, STEAM, and passive programs
- Create book displays and marketing materials
- Maintain program inventory and order branch supplies
- Provide customer service including circulation desk tasks, answering phones, ILL requests, technology assistance and readers' advisory services
- Shelving, shelf-reading and organizing stacks to ensure easy access and efficient use
- Periodic collection management assistance

FEBRUARY 2020 – JULY 2021, P/T LIBRARY ASSISTANT

- Perform circulation desk tasks and shelving tasks
- Catalog non-book materials
- Present virtual children's craft programs during the pandemic closure

APRIL 2016 – FEBRUARY 2020, STUDENT ASSISTANT

- Shelve library materials and pull library materials for patron holds
- Shelf-read and shift library items to ensure proper order, neatness and findability
- Assistance with circulation, mending tasks, and library programs

CENTENARY UNIVERSITY WORK STUDY

JANUARY 2017 – MAY 2020, PAID NOTE-TAKER

- Student works with the Disability Services Office to provide accurate class notes to anonymous students in the assigned course

EDUCATION

GRADUATION: AUGUST 2025

DOMINICAN UNIVERSITY, MASTERS OF LIBRARY AND INFORMATION SCIENCE
Cumulative GPA 3.96

MAY 2020

CENTENARY UNIVERSITY, BACHELOR OF ARTS INDIVIDUALIZED STUDIES
GPA 3.8; Concentrations in English, Communications and History

SKILLS

- Proficient in TLC, Koha, JerseyCat, Evanced, and Communico systems
- Collection management experience
- Knowledge of Dewey Decimal System
- Excellent customer service
- Flyer/sign design skills using Canva
- Writing and editing knowledge