

making up breeches and waistcoats; sewing on buttons and sewing button holes using industrial button hole machine.

Wardrobe Assistant

Nov 24th – Dec 4th 2014 Sheffield Lyceum Dick Whittington (Panto)
Altering hired costume for principals and ensemble; Tech Week - taking continuity notes and making further alterations; assisting with costume props; working with harnesses

Trainee Costume Maker

Nov 3rd – Nov 14th Bay Studio (Swansea) Da Vinci's Demons
BBC Worldwide/Adjacent Productions (Renaissance)

Making for principal characters; completing post (men's and ladies) fitting alterations; assisting Head Cutter; hand finishing trims

Work placement - Costume Assistant

Oct – Nov 2014 New Vic Theatre (Stoke) The Borrowers (1930's)

Making for principal actors and ensemble; attending fittings and completing alterations; adding embellishments such as bows and pockets; tech week – taking continuity notes and making further alterations

Work experience prior to costume training:

Jul 2011 – June 2014 Austin Reed Customer Service Assistant

Dealing with customer enquiries and resolving complaints, liaising with stores, locating and despatching stock, correspondence, in-house customer administration

Apr 2011 – Jun 2011 EXPD8 Merchandiser

Attending calls in retail outlets, replenishing stock, distributing POS material, liaising with suppliers, ordering stock, working to tight deadlines

Oct 2009- Sept 2010 Tesco Clothing Assistant

Dealing with customers; replenishing; organising shop layout; security tagging

September 2009 Hawksworth Testing Ltd Data Input

Compiling reports; checking accuracy; using Macro and in-house database

July 2008 – Dec 2008 J.A.Magson Ltd Marketing Assistant

Managing schedule of day to day catalogue production; copy writing for marketing material; designing and creating layout of all marketing material (Photoshop)

June 2007 – July 2008 Shortbred.co.uk Owner

Customer liaison - Customer service, order processing and distribution, Public relations; website – design/management, copy writing, updating content/products; design – ongoing development of new designs/concepts of products

April 2007 – June 2007 Aloud Communications Account Executive

Client liaison – Attending client meetings, client telephone and email contact; media relations – researching and drafting media releases; marketing – preparation of ideas and quotes for integrated marketing campaigns

Nov 2005 – Aug 2006 North Yorkshire County Council Communications Officer

Writing copy for press releases/publications, proof reading, interviewing; organising campaigns/promotional opportunities, producing monthly newsletter

May - Aug 2005 North Yorkshire County Council Communications Officer

As above – employed as a 'New Deal' placement.

Education:

June 2014 – Sep 2014 **Theatre Costume Making**, Northern College of Costume

Sep 2010 – Jun 2013 **Fda Fashion Design & Production**, Cleveland College of Art & Design
2002-04 **Journalism HND**, University of Teesside (print, public relations, marketing)
2000-02 **A Level English Language** (grade C), Darlington College
2000-02 **Vocational A Level Performing Arts** (grade C), Darlington College
1995-2000 **GCSE's** – 10 subjects, all A-C grades, Thirsk Comprehensive School

Personal details:

Interests – I enjoy keeping fit and going to the gym, cycling and pilates

Computer experience – Microsoft Office/Works (Word, Excel, PowerPoint), Quark Express, InDesign, PageMaker, Photoshop, Coral Draw, Publisher, Illustrator

References – Pauline Chambers, p.chambers@northerncollegeofcostume.co.uk 07749046953
Lyndie MacIntyre, lyndiemacintyre@phonecoop.coop 07885984440 (Da Vinci)
Anna Lau, annacostume@Yahoo.co.uk 07765324991 (Outlander)
