

RAVELLE THOMAS

PRODUCTION MANAGER/ PRODUCER

T: 6475697184

E: ravellethomas@gmail.com

W: <https://www.linkedin.com/in/ravellethomas/>

KEY SKILLS

- ✓ Booking national & international travel & logistics.
- ✓ Managing & working on Union & Non-Union shows (experience with managing & working on small & big budgets shows).
- ✓ Planning & Scheduling projects from development, pre-prod, production, post & to delivery.
- ✓ Working with Celebrities and high-profile individuals.
- ✓ Hiring and Sourcing international & national clients & vendors. Raising contracts, paying invoices, PO's and fast fees.
- ✓ Experience with working on Children content for film & TV; including booking chaperones/tutors, sorting child licenses & following protocols/ union rules (ACTRA & SAG) etc.
- ✓ Organising international shows on location & successfully managing shoots in Africa, Middle East, America, Europe, and the Caribbean.
- ✓ Delivering & completing paperwork for various Canadian, US, UK & international broadcasters.
- ✓ Creating Cost Logs, Budgets on Ecat/ Excel. As well as coordinating interactive content.
- ✓ Working on Systems such as SAP, Smartbook, PMI, DPO, Silvermouse, Buy/Book/Order & MyBusiness, MS Office, Gmail, Slack.
- ✓ Experience working with Union & Guilds such as IATSE, DGC/ DGA, PGA, ACTRA, SAG etc.

CREDITS *(Please visit website for full CREDIT list, description & timeline of roles)*

PRODUCER

Producer	Theme Song/ Fire Blaze Producer: Ravelle Thomas Director: Yvano Antonio	Music Video	Jun 2023 – Aug 2023
Producer	Bhad Like That/ We're In Love Producer: Ravelle Thomas Director: Noorez Nunu Rhemtulla	Music Video Vibe 105 FM/ VX3 Exchange	May 2022 – Jun 2022
Assistant Producer	Road Runners Producer: Michael Todd PM: Geseth Garcia	Doc Feature PBS/ World Channel/ Apple	Jun 2021 – Aug 2021

PRODUCTION MANAGER

Production Manager	East Harbour Heroes S2	Docu Series Discovery Channel/ Bell Media	Nov 2023 – Current
Assistant Production Manager	Plastic People Exec Prods : Tom and Lexy Evelyn, Clement Virgo and Damon D'Oliveira Director: Hubert Davis Producers: Coral Aiken PM: Mark Sirju	Feature Film Aiken Heart Films/ Shine Films/Untitled Films/ Conquering Lion	Sep 2023 – Nov 2023
Production Manager	Plastic People Exec Prods: Peter Raymont, Steve Ord, Rick Smith Producers: Stephen Paniccia, Vanessa Dylun, Robin Waite PM: Ravelle Thomas	Doc Feature White Pine Pictures	Mar 2023 – Sep 2023

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PRODUCTION MANAGER – CONT'D

Production Manager	Doubles With Slight Pepper Producer: Mark Sirju PM: Ravelle Thomas	Feature Film Telefilm/ TIFF	Dec 2021 – Jan 2022
Production Manager	Buffy Sainte-Marie: Carry It On Exec Prods: Gilles Paquin, Peter Raymont Producer: Stephen Panaccia PM: Ravelle Thomas	Doc Feature Crave/ Bell Media/ PBS	Oct 2021 – Dec 2021

PRODUCTION COORDINATOR

Production Coordinator	Popularity Papers Producers: Vivian Lin, Matthew Wexler, Anthony Leo, Andrew Rosen PM/ Line Producer: Deborah Marks PC: Ravelle Thomas	TV Series Wexworks Media/ Aircraft Pictures/ YTV/ BBC	June 2022 – Nov 2022
Production Coordinator	Homestead for Christmas Producer: David Anselmo PM/ Line Producer: Byron A. Martin PC: Ravelle Thomas	Cable Feature Hallmark/ MPCA/ Hideaway Pictures	April 2022 – May 2022
Production Coordinator	Green Gruff Exec: Joe Kresta Producer: Devon DiMarco PC: Ravelle Thomas	Commercial Airfoil Media	Mar 2022
1st Assistant Production Coordinator	Five Days at Memorial Exec Prod: Carlton Cuse, John Ridley Producer: Peter Meyboom PM: Gigi Boyd	TV Series Disney/ ABC/ Apple	Mar 2021 – Sept 2021
Production Coordinator	YTV The Zone/ Zone Weekend & Big Fun Movies Production Exec: Michael Stratchan Producers: Vanessa Larkey/ Melanie Leckie	TV Series YTV	Nov 2019 - Mar 2021
Production Coordinator	For Love Or Money Producer: Steve McConville PM: Andrew Babbage	TV Series BBC	Jun 2019 - Jul 2019
Production Coordinator	The One Show Exec Producer: Janette Clucas Producer: Gary Butcher PM: Jessica Sanchez/ Hannah Salmon	TV Series BBC	Apr 2019 - Jul 2019
Production Coordinator	Rip Off Britain Producer: Sherry Knight PM: Andrew Babbage	TV Series BBC	Mar 2019 - Apr 2019

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Production Coordinator	Say Yes To The Dress UK Producer: Jo Haddock PM: Leanne Thompson	TV Series TLC/ Discovery	Jan 2019 - Mar 2019
Production Coordinator	A New Life In The Sun Exec Producer: Julie Beanland Producer: Piero Sfredda PM: Alison Hobbs	TV Series Channel 4	Oct 2019 - Jan 2019
Post- Production Coordinator	M1: The Motorway That Made Britain Exec Producer: Andrew Sheldon Producer: Matt Dolan Head of Production: Carol McKenzie	TV Series Channel 5	Sept 2018 - Oct 2018
Post- Production Coordinator	Smashing Hits! The 80s Pop Map of Britain and Ireland Producer: Rick Goodwin PM: Leanne Thompson	TV Series BBC	Jul 2018 - Sept 2018
Development Production Coordinator	Home Is Where The Art Is Producer: Dympna Jackson PM: Rob Topham	TV Series BBC	May 2018 - Jul 2018
Production Coordinator	Sport Relief 2018 Producer: Francesca Wolfe PM: David Potter	TV Series BBC	Jan 2018 - May 2018
Production Coordinator	The Year In Music Producer: Dione Newton PM: David Potter	TV Series BBC	Oct 2018 - Jan 2018
Production Coordinator	Even Better Than The Real Thing Producer: Maisie Maguire PM: Kate Finburg	TV Series BBC	Jun 2017 - Dec 2017
Production Coordinator	Songs of Praise Producer: Gary Butcher PM: Kirsty Whither	TV Series BBC	Mar 2017- Jun 2017
Production Management Assistant	Goldilocks and the Three Bears Producer: Angela Young PM: Samantha Milnes	TV Series CBeebies	Jan 2017 - Mar 2017
Production Management Assistant	The Big Sing Producer: Karen Hannah PM: Kirsty Whither	TV Series BBC	Jul 2016 - Sept 2016

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Interactive Digital Production Coordinator	Mission Ready 2 Producer: Michael Todd PM: Geseth Garcia	Interactive Content UK & US Government	Mar 2016 - Jun 2016		
Production Coordinator	Shankly Nature's Fire Producer: Michael Todd PM: Geseth Garcia	Doc Feature BBC Scotland	Feb 2016 - Jun 2016		
Production Coordinator	Mbassador Producer: Jack Leigh PM: Geseth Garcia	Commercial Marketing Manchester	Jan 2016 – Mar 2016		
Production Coordinator	Academy925 Producer: Josie Hastings PM: Geseth Garcia	Interactive Content	Oct 2016 – Jan 2016		
Post- Production Coordinator	Hustlers Convention Producer: Michael Todd PM: Geseth Garcia	Doc Feature Amazon DVD/ Prime Video	Sept 2015 - Oct 2015		
Interactive Digital Production Coordinator	Mission Ready 1 Producer: Michael Todd PM: Geseth Garcia	Interactive Content UK &US Government/ Oxfam / Save The Children	Jan 2015 – Aug 2015		
Other Qualifications	WHMIS & OHSA	Emergency First Aid CPR C + AED	First Class BA Honours Media & Performance	Advanced in MS Office/ PC and MAC proficient	International and National Systems such as SAP, PMI, Silvermou se, ECAT Excel etc.

Education

- 2016- 2019: BBC Academy**
- 2016: Creative Skillset- Production Management for Factual TV**
(Creative Skillset Accredited Training)
- 2015-2016: Uprising- Leadership Programme**
- 2011-2014: The University of Salford - BA (HONS) Media and Performance** (First Class Honours Degree - University of Salford)