

MANCA PERKO

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Personal Profile

Career Summary/Objective

I have just obtained a doctoral degree in Film Studies and have been a freelance filmmaker for over 9 years. I am working towards becoming a lecturer of film production and continue working as a film professional.

Education

- 2019** University of East Anglia
 - PhD Film Studies
- 2014** University of East Anglia
 - MA Film Studies
- 2009** University of Ljubljana (Faculty of Social Sciences)
 - BA Cultural Studies

Work Experience

- 2019** **Continuity/script supervisor**
Coda Films
 - short film project in pre-production
 - Script supervision, organisation, script adaptation, editing script
- 2019** **Continuity/script supervisor**
Coda Films
 - short film project 'Brink'
 - Script supervision, organisation, script adaptation, editing script
- 2018** **Continuity/script supervisor**
National Broadcasting television of Slovenia
 - feature film project 'Stella'
 - Script supervision, organisation, script adaptation, editing script and transcript
- 2016** **Continuity/script supervisor**
Arkadena Studio
 - feature film project 'Ana'
 - Script supervision, organisation, script adaptation, editing script and transcript
- 2014** **Continuity/script supervisor**
National Broadcasting television of Slovenia
 - feature film project 'Four things I wanted to do with you'
 - Script supervision, organisation, script adaptation, editing script and transcript

**2013 2nd assistant director, continuity/script supervisor
National Broadcasting television of Slovenia**

- 6 episode series 'The lives of Tomaž Kajzer'
- Script supervision, organisation, script adaptation, editing script and transcript

**2012 English and German teacher/tutor
Little England Club**

- Organisation of the whole project, execution as an English teacher
- Organiser and executor of children's language and sports holidays

**2011 2nd assistant director, continuity/script supervisor
National Broadcasting television of Slovenia**

- 3 episode children's series 'The Ghost'
- Organisation, preparations, castings, technical organisation, actor's spokesperson, catering organiser

**2010 Continuity supervisor on short films project Golden drum advertising
Festival
Perfo productions**

- Script supervision, organisation of actors

**2010 Secretary of the jury on the 13. Slovenian national film festival
Slovenian Film Centre**

Organisation of the jury from personal every day to professional aspects, film schedule main event organisation, closing and reward speech writing, critical writings of the projects, communication with media

**2010 Continuity/script supervisor
Invida productions**

- feature film 'The Trip'
- Script supervision, organisation, script adaptation, editing script and transcript

**2010 Continuity/script supervisor
Perfo productions**

- short film 'Smehljaji'
- Script supervision, organisation, script adaptation, editing script and transcript

**2010 Continuity/script supervisor
Arsmidia productions**

- feature film 'Piran Pirano'
- Script supervision, organisation, script adaptation and analysis, editing script and transcript

**2009 Organizer - Slovenian mountaineering film festival
Slovenian mountaineering school**

- Organisation of film schedule, contacts with productions, personal contact with directors, staff and guests

2008 Administration and advertising executive

Foo, IT solutions

- Working with clients, translation services
- Google Adwords, phone communication, meetings

2006 Study work praxis

Archives of Republic Slovenia, Film archives

- Administration, film data organising

Skills and competences

Languages

- English, German, Croatian, Bosnian, Serbian, Slovene, Spanish, Norwegian

Social skills

- Excellent communicator, spokeswoman and authority, all gained through years of teaching, dealing with clients and working with entire film crews.
- A very positive attitude, team spirit and self-initiative.
- Excellent ability to adapt to multicultural environments, because of my education and experience with foreign co-workers and employers.

Organizational skills

- Leadership, I am running a family company.
- Teamwork, always obligatory in a project, films or organisation of events.
- Working with children in the summer holidays, organising projects in terms of my job.

Artistic competences

- Creative writing gained during my education. Theatrical competences, acting experience in my teens and directing children performing plays. Musical and dancing skills, I play the piano and taught dancing during my aerobics occupation.

Computer skills

- Excellent command of Microsoft Office Tools (Word, Excel, PowerPoint)
- excellent acquaintance with Internet

Additional information

HEA fellow member

IELTS 7.5

Driver's licence B

References

Perfo production, Malgajeva 17, 1000 Ljubljana, Slovenia, + 386 1 232 14 68

Invida production, Demšarjeva cesta 10, 4220 Škofja Loka, Slovenia, +386 (0) 31 346 939

RTV Slovenija, Kolodvorska 2, 1000 Ljubljana, Slovenia, +386 1 475 21 11

Studio ARKADENA, Brodišče 23, 1236 Trzin, Slovenia, +386 1 562 16 27