

SARA KUNA

Art Department Assistant

07449181578

sara.kuna2@gmail.com

Driving license *Car owner with clean UK license*

PROFILE

Experienced and proactive trainee with multiple credits over features, commercials and television, who is adaptable to the needs of the production and the production office. Able to take direction and quick to act when given a task, available for work with additional reference available upon request. I am looking for a challenging, fast-paced environment within film and television to utilise my creative knowledge and develop my designing skill-set further.

- Have undergone a period of work experience on the 2nd season of ITV's series 'Victoria'
 - Have managed a small team of prop makers in Mumbai, India
- Thinks visually, communicates using free-hand drawing, perspective and technical drawing skills
 - Confidently works in SketchUp, Photoshop and other 3D modeling softwares

Website: <https://saarka96.wixsite.com/sarakunadesign>

Show reel: <https://vimeo.com/230226088>

LinkedIn: <https://www.linkedin.com/in/sara-kuna-09395997/>

SKILLS

SketchUp 3D modeling program.	<i>Beginner</i>	MS Excel, Office, PowerPoint.....	<i>Experienced</i>
Adobe Photoshop, Lightroom		Technical drawing	<i>Skillful</i>
Illustrator, After Effects, Premiere Pro.....	<i>Experienced</i>		
Project Scheduling, Petty Cash Buying	<i>Experienced</i>		

EDUCATION

❖ **Lambeth College**Sep2013–Sep2014
Access to Video, Photography and Digital Publishing London

❖ **Northern Film School**Sep2014–Jun2017
(BA First Class Hons) Filmmaking Leeds

EXPERIENCE

❖ **Stylist Assistant on 'Dobaara: See Your Evil'(Working title: Zahhak')/directed by Prawaal Raman, Lee&Thompson LLP** Jul 2015–Aug 2015
London

On set standby, monitoring the costume continuity, petty cash buying/returning costumes, using a computer budgeting program.



❖ **Art Department Assistant on 'HotStar Apk' Commercial.....** .Aug2016–Aug2016
Campaign directed by Nikhil Rao, Creative Agency Lowe Mumbai

Conducting background research, referencing, dressing the set, sourcing props, hiring, returning.

INTERNSHIPS

- ❖ **Assistant Producer/Intern, TITAN Cricket Equipment Advertising Campaign** Apr 2015 – Jun 2015
London

Developing concepts, formulating shooting schedules, creating risk assessments, hiring out kit, engaging in organisation of the production and front of house duties, making travel arrangements, securing locations.

- ❖ **Art Department Intern on 'Mansfield 66/67' directed by David Ebersole, Todd Hughes, Ebersole Hughes Productions, California** Oct 2017 – Oct 2017
Leeds

Working on set, building studio flats, construction work, set decorating, painting, prop making, model making.



- ❖ **Art Department Intern on 'Victoria 2' ITV, Mammoth Screen Ltd** Jan 2017 – Jan 2017
North Yorkshire

Working under the supervision of Michael Howells, gilding, cutting out strips of plastic moulding from templates, painting, sanding joints of plaster sculptures and upholstery.



SHORT / STUDENT FILMS

- ❖ **Art Director on 'Sleeping with Wolves' Northern Film School** Sep 2016 – Oct 2016
Leeds

Attending location recces, conducting background research, gathering a database of visual references, creating concept drawings, sourcing props and costumes, developing film images, designing a dark room set, dressing filming locations, budgeting, scheduling.

- ❖ **Production Designer/Costume Designer on 'Across Frontiers'** Oct 2016 – Nov 2016
Leeds, Yorkshire Dales

Designing and hiring British and Commonwealth uniforms as well as WW1 German soldier uniforms, hiring props, dressing locations, working closely with professional actors.

- ❖ **Production Designer** Oct 2016 – May 2017
Leeds

Completing floor plans, elevations and a concept design in a 3D modeling computer program SketchUp of a set build, constructing an exterior temporary installation in Adel Woods, budgeting, costume designing, set decorating, prop making.

REFERENCES

Jim Edgar jim@footcandlefilms.co.uk
Foot Candle Films

Jane Morton J.A.Morton@leedsbeckett.ac.uk
Senior Lecturer, Production Designer, Northern Film School

Samantha Babrovskie s.babrovskie@leedsbeckett.ac.uk
Senior Lecturer, Production Design Northern Film School