

FIONA STUART - RUNNER

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London/Midlands

Runner with experience with working with a wide range of people, excellent customer service and patience. Quick to learn new skills, enthusiastic, reliable and a positive individual. I enjoy learning new things, passionate, hard-working and determined to complete any task given with own personal flair.

Industry experience

Feb 2018 – FREELANCE RUNNING – Rapid Pictures Post-Production

- Lunch & dinner runs, making clients beverages
- Shutting down all equipment and locking the edit suites
- Covering reception when needed

Dec 2017 – King Bert Production – RUNNER – *'Miranda Does Christmas'* Channel 4

- Running for last minute props, food for the artistes, helping the production office with paperwork
- Greeting guests and talent and ensuring they had everything they needed throughout the shoot
- Dressing the set and helping the art department

Dec 2017 - Current – Radiant Post-Production – FREELANCE

- Running out for lunches and dinners
- Looking after clients and making beverages for them
- Ensuring all suites are clean and tidy
- Covering reception – answering & transferring calls, booking in and out items from library

Oct 2016 – Lime Pictures – *Hollyoaks* –RUNNER – (work experience)

- Managing extras, artistes, travelling to set
- Locking off areas to ensure quiet during filming
- Liaising with the production office, updating about shoots progression

Skills/attributes

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| • Experience with logging/transcribing | • Talent wrangling | • Excellent organization |
| • Petty cash and float management | • Live studio & OB experience | • Sociable and good communication |
| • Can use Macs/PC – good at Excel/Word/Photoshop | • Managing extras | • Competent editor – Adobe Premiere Pro, Avid, After Effects |

Relevant job roles & qualifications

- 2 years of customer service - face to face customer service on checkouts
- Manager of busy bar - managing team of 8, responsible for opening and closing the club, cashing up, taking the takings home, dividing wages for the team. Serving customers, motivating my team including PR's and security.
- Buckinghamshire New University 2013 – 2016 2:1 BA Hons – Film & Television Production

References

Available on request