

SONJA D'CRUZE - Production Runner/Researcher
Manchester: with bases in Sheffield, Newcastle, London & Eastbourne
sonja.dcruze@gmail.com
07564 368 140

PERSONAL STATEMENT

In my previous role as a production runner I was recognised as a quick, energetic learner with excellent interpersonal skills and was given the opportunity to cover assistant producer shifts on a Channel 4 blue light show. Channel 5 also commissioned a documentary based on one of my ideas. Extensive time spent living and travelling in Latin America has proven my problem solving skills outside of job titles, resulting in an adaptable attitude, resilient manner and strong work ethic.

SKILLS

- Full clean driving licence, own car, experience driving various hire vehicles on shoots including mini buses
- Completed mandatory BBC online training including; editorial policy, law, health and safety in the workplace, GDPR, unconscious bias and working with children
- Experience of organising and collecting location agreements/consent forms on shoots
- Solid compliance and consent experience including logging
- Excellent communicator and rapport builder
- Successful in gaining access to contributors and shoot locations at short notice
- Thorough note-taking in-line with GDPR requirements and comprehensive story logs
- Idea generator: The Teacher with Tourette's, Channel 5 documentary
- Spanish speaker (Advanced)

Blast! Films, Sheffield, 999: What's Your Emergency? (Series 6, Channel 4), Production Runner, Feb - March 2020 (April - August furloughed)

- Initially contracted as a runner, I also took on shifts as an AP on location when cover was needed; gaining consents, completing detailed and timely story logs, developing characters and themes and noting crucial interstitials
- Gained on the ground exposure to blue light, high risk and sensitive cases & contributors whilst considering health and safety and editorial decisions
- Operated, set-up and oversaw the car rig and GoPro's & proactively solved technical issues
- Collected and delivered rushes and kit in a timely and secure manner

Waka TV, Manchester, Location Assistant/Driver, Nov - Dec 2019

- Worked independently and professionally on the ground in Manchester for this Dublin based independent production company
- Assisted in the pre-production of a documentary series by assessing and gaining access to locations
- Quickly established a rapport with production personnel and access gatekeepers
- Demonstrated diplomacy, sensitivity and boundless determination to secure location agreements within private homes to tight deadlines
- Assisted on shoot days with contributor welfare, fixed camera filming and drove the crew safely between locations in a mini bus

The One Show, BBC Studios, Manchester, Development Researcher, March - Oct 2019

Following two previous freelance positions in July and September 2018, I was successful in securing a contract on the development team.

- Worked to the senior development team and the Head of Development where I was responsible for finding and developing original ideas and treatments for five minute current affairs and consumer films
- Channel 5 commissioned a documentary based on one of my film ideas: 'The Teacher with Tourette's'
- Volunteered to assist on shoots with contributors, logistics and equipment at short notice - undertaking occasional filming on a Sony FS7
- Casted, briefed and nurtured a diverse range of contributors on a wide variety of topics while following BBC editorial policy on fairness and consent

- Organised, issued and collected release forms for contributors and locations
- Built strong working relationships with talent, producers, directors and agents
- Carried out extensive background interviews with potential contributors
- Showed attention to detail in maintaining accurate and extensive casting notes in line with GDPR
- Thoroughly researched content in-line with editorial standards and fact checked scripts
- Took responsibility for my ideas; worked closely with filmmakers and production coordinators to ensure handovers were comprehensive as well as predicting and trouble-shooting issues
- Demonstrated resilience against challenging briefs, schedules and budgets to deliver targets

BBC Radio 5live, Manchester, Freelance Radio Producer, Feb 2018 - March 2019

- Worked across 5live programme teams from idea generation to ensure all; features, scripts, briefs and audio were of the highest broadcast standards and complied with BBC editorial guidelines
- Sourced and briefed contributors with expertise and personal experience of subjects
- Responded to and engaged with the audience on internal systems and social media in order to reflect their opinions on-air and source listeners suitable for live broadcast
- Selected to be part of the Digital Pilots' award winning strand on maternal mental health; #Mumtakeover
- Helped set-up, select and brief an invited public audience for an outside broadcast on Brexit
- Secured the first live network interview with Matthew Hedges after months of relationship building

Freelance, Buenos Aires, Features Contributor, Voice Over Artist, Feb 2012 - Dec 2017

BBC Radio 5live, London, Freelance Radio Producer, Jan 2010 - Jan 2012

BBC Radio 1 Newsbeat, London, Planning Producer, Sept 2009 - March 2011

Somethin' Else, London, Content Producer, Nov 2006 - Sept 2008

EDUCATION & COURSES

Screenskills: Coronavirus basic awareness on production training, online, July 2020

BIFA: Unconscious Bias Training, July 2020

Get the Knowledge: Working with children, Manchester, Feb 2020

Cambridge CELTA , Pass B, Oxford House College, London, Jan 2012 -Feb 2012

Postgraduate Diploma Broadcast Journalism, London College of Communication, Oct 2008 - June 2009

BA Honors English Literature, 2:1, University of Sussex, Oct 2001 - June 2004

References available on request

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