

SIAN MATHUR - RUNNER

St. Albans, Hertfordshire • 07516 399 575 • s.mathur888@gmail.com

Other bases: Barnet, London, Sheffield & Newcastle

I am a reliable, punctual & efficient individual with a strong work ethic. I have proven written communication & organisational skills, as well as an ability to work under my own initiative. My natural creativity complements my infatuation with film, and I am always writing my own film reviews and keeping up to date with the latest releases & trends. Determined to expand on my knowledge & experience in the film industry, I am seeking entry level opportunities to work as a runner. With over 4 years driving experience & good connections to London, I am happy to travel for work.

RELEVANT EXPERIENCE

Production Runner, Optomen Productions	SEPTEMBER 2020
<ul style="list-style-type: none">- Provided hospitality to talent & crew; taking lunch orders & phoning restaurants ahead of time- Handled a high level of responsibility and was depended upon by the crew to be the first on location- Worked with the art department, taking initiative to make sure the producers' goals were reached on time- Other responsibilities included cash handling, driving vehicles, setting up & disassembling marquees/foldable tables & alerting crew of issues via Radio comms	

OTHER EXPERIENCE

St. Catherine's College, Female Welfare Representative	2018-2019
<ul style="list-style-type: none">- Organised welfare-related talks & workshops, with over 30 people attending- Improved organisation skills & ability to build relationships with students	
The Waffle House, Assistant Server and Runner	JUNE - SEPT 2019
<ul style="list-style-type: none">- Improved customer service & problem-solving skills, plus my ability to work in a fast-paced environment	
The Plush Lounge, Oxford, Street Promotion & Bar Staff	2018-2019
<ul style="list-style-type: none">- Handed out promotional material & worked on the bar, mixing drinks & serving beer to customers- Improved customer service, multi-tasking & communication skills	
Balliol College Ball, Oxford, Student Worker	JUNE 2019
<ul style="list-style-type: none">- Assisted in organising & running the Arcade, glitter & food stalls- Supervised the general running of a ball catering for over 500 people	
Elstree Studios, Film & TV Summer Camp	AUGUST 2016
<ul style="list-style-type: none">- Learnt the fundamentals of film production, script writing & editing- Worked in a team to produce & edit a short film by the end of the course	
The Bank Advertising Agency, Soho, Work Experience	JULY 2015
<ul style="list-style-type: none">- Worked closely with the Director of Film, assisting in sourcing photo/video footage for an ad campaign	

COMMUNITY ACTIVITIES & SKILLS

* Full UK Driving licence holder (4 years experience), with own vehicle & experience driving transit vans	Community: volunteered at the Mother Teresa Orphanage (Sri Lanka) & with Oxhub's Early Years campaign (Oxford)
* Completed 'Coronavirus basic awareness on production training' course with ScreenSkills	Other: Casual photography & video editing
IT: Proficient in Excel & SPSS, MS Office, Adobe Photoshop & iMovie, confident with Canon camera systems	Artistic background, sharing my work & taking paid commissions on instagram (@sianelisha_art)
Sport: Member of Oxford University Athletics Club (Pole Vault), Mixed Lacrosse & Netball Clubs	Extensive travel throughout Europe & Asia

EDUCATION

University of Oxford, St. Catherine's College, BA Hons Experimental Psychology	2017 - 2020
Final grade 2.1	
North London Collegiate School	2006 - 2017
IB: <u>43 points</u> (HL: Latin, Economics, Biology; SL: English, Chemistry, Mathematics)	

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