

# Ellie Moore

07593983249 • ellienicole110@gmail.com • Devon / Cornwall / London / Bristol / Cardiff

## Most Recent Employment:

- **July 2023 – Present - FOH Member - Cote Brasserie, Exeter (EX1 1HB)**

*As a FOH Member in a fast paced and busy restaurant, I have honed in on my time management skills as well as my interpersonal skills. In a customer facing job, everyday is different and ever changing making it a challenge. However, it is time now for me to move into my career in film and TV, with these skills specially curated and ready.*

- **October 2022 – July 2023 - Supervisor / FOH Member - Mangos Cafe and Bar, Exeter (EX2 4AN)**

*Currently supervisor at this Cafe, I continue to develop my team management skills. Working in a fast paced environment requires me to think on my feet and adapt situations as they develop. I can manage a team and run a shift unaided. I have vast experience in daily cash up reporting and understand the daily food and beverage supply need of a cafe for ordering purposes.*

## Relevant experience / Education:

- BA(Hons) Television Production - **Falmouth University 2018-2021 - 1st Class Honours**
- Trained in COVID-19 Set Safety - **SafeSets International (2022)**
- Proficient in Microsoft Office Suite / Adobe Products
- Experience in creative problem solving, generating ideas, proposals and solutions to a set brief
- Visual and verbal presentation skills - including ability to pitch internally and to external companies
- Well organised and adaptable Management & Leadership

## Core technical expertise and Industry specific skills:

- Worked on professional standard briefs, executing to industry level and standards
- Ability to use sonic and visual language in the communication of an idea
- Understanding how to develop and realise creative ideas with quality and detail in mind
- Understanding and experience in creating for and marketing to an audience
- Strong time management skills, including scheduling, setting and meeting deadlines
- Identifying and managing project risks
- Ability to develop productions from early outlines and see them to fruition.
- Experience shooting on set and on location for shorts, music videos and documentaries
- Experience floor managing during 'Live' set directing (*Including using a 'Tricaster'*)
- **Basic - Intermediate:** Camera and lighting technical knowledge, editing skills, sound production / editing

## Generic skills:

- Working in teams and independently
- Negotiation and delegation skills.
- Good Communication & Interpersonal skills
- Strategic thinking skills vital for both employment and personal development
- Ability to deal with uncertainty or ambiguity, knowing when to ask questions or seek support
- Ability to network, develop leads and nurture professional relationships
- Implementation of the application of research skills, including, developing critical arguments, rationales, writing and referencing
- Motivation of self and others

## References:

**Charlie Fripp - [charlie@fieldgrazer.com](mailto:charlie@fieldgrazer.com) [Lecturer]**

**Victoria Byard - [victoriabyard@gmail.com](mailto:victoriabyard@gmail.com) [Lecturer]**

•REFERENCES AVAILABLE UPON REQUEST•

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