

JESSICA HURCOMBE  
ART DEPARTMENT ASSISTANT

07500525361 – go4jess@outlook.com

Based in Oxfordshire & London

Clean driving licence with own car, experience driving vans and minibuses.

I am a confident, hardworking and reliable Art Department Assistant. I work equally well individually or part of a team. I think on my feet and efficient with any task given to me, it is completed willingly and to a high standard.

I have experience on student short films; set building, set dressing in a studio and on location, working alongside carpenters and painters. I have made and sourced props for film and animation and have experience in standby art dept and props while filming. I have also built and dressed sets for a stop motion animation at 1:7 scale. Making furniture and everyday objects for a home using clay, balsa wood, mount board, foam board, MDF and sewing fabric soft furnishings.

### SHORT FILMS (NFTS)

Production	Position	HOD	Dates
The Keeper	Stand By Art Director	Jack Haggerty	February 2021
3 for a Girl, 4 for a Boy	Art Department Assistant	Violette De Laet	October 2020
The Visit	Art Department Assistant	Milly White	August – September 2020
As Seen	Art Department Assistant	Emanuela Pia	September – October 2019

### STOP MOTION ANIMATION

Production	Position	HOD	Dates
Night of the Living Dread	Art Department Assistant	Milly White	June – September 2020

### KEY SKILLS

- Good Communication
- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel
- SAP Computer Programme

### EDUCATION

Brooklands College, Weybridge Surrey  
2009 – 2011

National Diploma in ART & DESIGN  
Grade: Distinction, Distinction, Distinction

Howard of Effingham Secondary School, Surrey  
2004 – 2009

GCSE Grades: 3 A's, 7 B's, 1 C.

### EMPLOYMENT HISTORY

Waitrose – Delivery Driver, UK 2021 - present

Amazon – Sortation Associate, UK 2020 - 2021

Osteria-on-the-Wold – Front of House, UK 2019

T-Shirt Company – Print Operator, UK 2018 -2019

Forrester Grazing Co – Nanny & Station hand, Australia 2017 - 2018

St Malos Bakery – Waitress & Market Stall Holder, Australia 2016

Zara – Cashier, UK 2015 -2016

Browns the Diamond Store – Administrator, UK & South Africa 2012- 2015

Jo Clarks Café – Waitress, UK 2009 - 2012

References available on request