

# Elsa Allen

## Runner

Currently West Midlands - prepared to relocate  
07984677138  
[elsa.allen@live.co.uk](mailto:elsa.allen@live.co.uk)  
Full-clean driving license/own car

### PROFESSIONAL SUMMARY

I am a hard-working runner, with a drive to continue in the AD department – especially in scripted film and television. I am currently a Floor Runner on BBC's 'Shakespeare & Hathaway' and have previous experience office, floor and talent running in entertainment, during an internship with Cactus TV.

I am an enthusiastic and confident individual, who, as a runner, enjoys completing any given tasks with proper on-set etiquette and efficiency.

### CREDITS

#### 'Shakespeare & Hathaway: Private Investigators' – BBC / FLOOR RUNNER / DRIVER RUNNER / SEPT 2021-PRES

- **Cover 3<sup>rd</sup> AD:**
- Communicating closely with director's and HOD's, directing SA's, filling out chits/release/contributor forms, calling artistes to set on time, delegating tasks between runners, updating timings group.
- Attending recces.
- **Floor Runner:**
- Getting artistes through their morning/afternoon calls.
- Ensuring artistes are well attended to.
- Working as an integral part of the AD team.
- Using initiative to assist with efficient running of set.
- Clearly communicating over the radio with correct on set etiquette.
- Standing by with checks on set.
- Strict Covid-19 protocol.
- **Runner driver:** driving a people carrier safely, responsibility for travelling artistes, tech.

#### 'Doctors' – BBC DRAMA VILLAGE / FLOOR RUNNER / DRIVER RUNNER / MARCH 2021-PRES

- **Stand-in 3<sup>rd</sup> AD:**
- **Floor Runner: studio and on location**
- Collecting and travelling rushes safely.
- Training new Runners.
- Strict Covid-19 protocol.
- **Runner driver.**

### RELEVANT EXPERIENCE

#### 'The Sara Cox Show'/'Saturday Kitchen Live' CACTUS TV INTERN / OFFICE/FLOOR RUNNER / JULY 2019

- Looked after gallery and crew.
- Efficiently running errands: postal deliveries, petty cash, photocopying scripts/redistributing them.
- Operating in a busy office/reception – communicating with talent/senior staff.

### OTHER EMPLOYMENT

#### THINK PROPERTY / ADMIN ASSISTANT / SOCIAL MEDIA COORDINATOR / 2014-16 (part time)

- First point of contact for customers, communicating professionally over phone and email, accurately forwarding messages.

### EDUCATION

#### UNIVERSITY OF BIRMINGHAM / DRAMA AND THEATRE ARTS HIGH 2:1 BA (Hons) / 2016-2019

*I am happy for you to keep my CV on file and distribute for employment purposes*