

Rebecca Bates

Mobile number: 07592 533149

Email: rebeccaebates@gmail.com

LinkedIn: www.linkedin.com/in/rebecca-bates00

Location: Buckinghamshire

Driving Licence: Full - clean (Experienced driver with own car). I am 24 for Insurance purposes.

Instagram: @beccabates.art

About me....

I am an energetic, hardworking and enthusiastic team-player wanting to progress my career in the Film/TV industry. I have a great work ethic and will use my initiative to carry out any tasks or requests that are required. I am resourceful, creative, flexible and adaptable as well as being a confident driver.

Transferable skills and experience:

- Crowd control
- Radio trained
- Excellent time management
- Confident public speaker
- Team work
- Fire marshal trained and experienced/Evacusafe trained
- Trained to 'Welcome All Customers' with all kinds of disabilities (some often hidden)
- Previous Waitressing/Barista experience
- Regularly been around high-profile guests/celebrities - trained to provide a VIP tour experience
- Good computer skills in Microsoft Office
- Previous Reception experience

Recent Work

Warner Bros. De Lane Lea SoHo – Post Production Runner/Receptionist (March 2024 – June 2024)

I have worked as a Runner at Warner Bros. De Lane Lea London where I was first point of contact on behalf of WBDLL for all clients. I ran errands as requested such as making deliveries, buying supplies, food and drink etc. Ran the bar and provided the Stages with refreshments. Covered reception and liaised with operational, managerial and financial staff to ensure the seamless delivery of services.

Warner Bros. Studio Tour Leavesden – Interactor (March 2022 – June 2024)

I have worked as an Interactor at Warner Bros Studio Tour London – 'The Making of Harry Potter' (at Leavesden Studios). As an Interactor I delivered private tours for 'Deluxe' and the 'City Wonder's' brand as well as private tours for VIP's and celebrities. I worked on special events and product launches which required me to be constantly on radio and microphone. I was always ready to deal with customer service issues and emergencies, whilst able to take over any part of the tour including scripted demonstrations of valuable props/assets. I gave presentations to large groups to keep the tour moving when needed as the tour is an extremely busy World Class attraction welcoming up to 8,000 people per day. In this role it is paramount to offer a quality customer service experience which is required of the brand.

Education:

University of Winchester

Performing Arts Undergraduate Degree (2018-2021) –

Bachelor of Arts with First Class Honours

Chalfont's Community College

A Levels (2016-2018) – Fine Art (A), Business Studies

(B), Performing Arts (Distinction *)

GCSE's (2011-2016) – Drama (A*), Art and Design (A*), Maths (B), English Language (B), English Literature (B), Science (B), Business Studies (B), Additional Science (B), Geography (B) and Further Maths (C).

Certifications:

Screen Skills E-Learning

The Mark Milsome Foundation – Film and TV Online

Safety Passport

Welcoming All Customers Certificate

Institute of Hospitality Certificates – Health & Safety Level 2, Food Hygiene Level 2 and Food Allergens.

CallTime Ready – cert_6n5tp6sj



Reference:

Reem Iskandarani – Receptionist & Dispatch Coordinator at WBDLL – email available on request