

Leila Davison

I'm a passionate graduate with a BA in Drama with Film from Royal Holloway University, looking for entry level roles in TV, Film and Radio. My experience spans roles as a producer, set designer, and team leader, where I've thrived on collaboration and delivering quality work. I'm driven by a love for storytelling and hands-on production, with a strong ability to coordinate, communicate, and solve problems in dynamic environments.

Experience

Work Experience - SMUGGLER Productions

JULY 2024

- I was involved in key production tasks such as location scouting, booking travel, prop buying, writing treatments, and handling office administration.
- Developed skills in research, logistical coordination, creative writing, budgeting, and time management.
- Worked closely with teams to ensure smooth operations across pre-production and production phases.

Group Leader, Pied Piper Activities

JULY 2023 - AUGUST 2024

- I led and managed groups of children and staff at a summer camp, ensuring smooth activity coordination.
- Developed strong leadership, communication, and collaboration skills.
- Gained experience in problem-solving, adaptability, and time management in a dynamic environment.

Work Experience, Search Press Publishing

JULY 2019

- Gained hands-on experience in the publishing world, assisting with book production and distribution tasks.
- Developed strong attention to detail, time management, and communication skills while working with various teams.
- Learned the inner workings of the publishing process, from content creation to final product delivery.

Work Experience, Susan Clark Interiors

AUGUST 2019

- Assisted with design projects and client interactions in the interior design industry, acted as PA to designer.
- Developed skills in design principles and project support.
- Gained experience in client communication, organisational management and office administration.

London

07517022164

leiladavison@gmail.com

[LinkedIn](#)

Full UK Driving License

University Projects

Insanity Radio — Radio DJ, Producer, Head of Events

I worked as a radio DJ, producer, and Head of Events at Insanity Radio, running live shows and organising station events.

Goodbye Girl, Wilding Audio Production — Producer

I oversaw the project from inception to completion, ensuring high-quality production and seamless coordination of all elements

Education and Training

BA Drama with Film - Royal Holloway University

2021-2024

First Class Honours

Employability Skills

Training - Film London

OCT 2024

Film and TV Online Safety

Passport Course - The

Mark Milsome Foundation

Valid NOV 2024 - NOV 2029

Skills

- Microsoft Office
- Google Office
- Adaptability and problem solving
- Organisation
- Time management
- Communication