

LOCATION

Brighton / London / SE England

CONTACT

PHONE NUMBER:
+44 7710 604131

EMAIL ADDRESS:
daisymessent@gmail.com

PROFILE

Recent graduate seeking work on film and TV sets and opportunities to interact with all departments. Suitable for entry-level positions such as production runner, assistant and trainee.

SKILLS

Languages: French (fluent), Spanish (advanced)
Administration and organisation
On-call experience
Customer service
Proofreading
MS Office
Adobe Premiere Pro

WORK EXPERIENCE

Workaway / Volunteer Teacher
2024

Assisted English language learning for primary school children in Gachancipá, Colombia.

Edinburgh Student Literary Journal / Writer
2021-2023

Provided feedback, submitted pieces and helped with editorial tasks.

Sanitree / Content Creator
2021-2022

Researched and wrote articles on various topics for a university affiliated social enterprise. Assisted in development of designs, illustrations and posts.

Edinburgh University French Society / Film Coordinator
2021-2022

Curated screenings and led discussions for the university's French society, focusing on a diverse range of international cinema.

The Uncharted Body: A New Textbook For Medicine / Freelance Proofreader
2018-2020

Reviewed and corrected text for grammatical, spelling, and punctuation errors.

Brighton Fringe Festival / Volunteer
2016

Assisted with theatre promotions and event logistics, helping to ensure smooth operations and enhance the overall attendee experience.

DAISY MESSENT

Production Runner

EMPLOYMENT HISTORY

Marlets Hospice / Café Assistant

SEPTEMBER 2024 – PRESENT, HOVE

Preparing food and drinks, assisting visitors, and maintaining a warm, welcoming environment.

Travelbound / Tour Operator

JULY 2023- FEBRUARY 2024, BRIGHTON

Used language skills in both French and English to communicate with party leaders, arrange transport, book excursions, and liaise with businesses and services. Handled itineraries and managed time effectively to meet tight deadlines. Received on-call training.

Language Connexion / Teaching Assistant

JANUARY 2022 – JULY 2022, TOULOUSE, FRANCE

Coordinated lesson plans, managed classroom activities, and utilised various educational technologies and platforms to enhance teaching effectiveness.

Duke's at Komedia, Brighton / Cinema Host

MAY 2021 – SEPTEMBER 2021, BRIGHTON

Gained knowledge of industry practices such as event planning and marketing.

Off To Work / Waitress, Barista and Bartender

SEPTEMBER 2019 – APRIL 2023, EDINBURGH

Worked long hours in different customer-facing roles across a range of city venues.

CBF Design / Office Assistant

SEPTEMBER 2016 – NOVEMBER 2018, BRIGHTON

Managed daily administrative tasks such as scheduling appointments and handling email correspondence.

EDUCATION

University of Edinburgh / BA Hons: First Class Honours in French and Politics

SEPTEMBER 2019 – JULY 2023

GDPR STATEMENT

I consent to you keeping my details on file and distributing for employment services.