



EMILY CURTIS

ART DEPARTMENT ASSISTANT

Full Clean UK Driving Licence

Locations:

Salisbury, Ascot. Willing to relocate

Mobile:

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E-mail:

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Website:

<https://emilycurtisdesign.myportfolio.com/>

LinkedIn:

www.linkedin.com/in/emilycurtisdesign

SKILLS

Adobe Photoshop & InDesign
3D modelling (SketchUp)
Technical drawing (AutoCAD)
Digital Illustration (Procreate)
Hand Drawing
Physical Model Making

INTERESTS

Piano (Grade 6) & song-writing
Portrait sketching & abstract art
Surface pattern design

References on request

GDPR – This CV may be kept on file and distributed for employment purposes

PERSONAL PROFILE

Having recently completed my degree in architecture and undertaken a course in set design, I am excited to bring my skills to film and TV where I am looking for an entry level art department position. My ambition is to help create immersive environments that bring scripts to life and tell captivating stories. I believe my conscientious nature, willingness to learn, enjoyment of creative challenges and technical skills will allow me to succeed within the industry.

EDUCATION

University of Bath 2020 – 2024

BSc(Hons) Architecture – Second Class Honours First Division 2:1

South Wilts Grammar School 2013 - 2020

A Levels: Product Design (A*), Psychology (A*), Maths (A)

EMPLOYMENT

Freelance Architectural Drawing Services – Michael Lyons Architecture

September 2024 – Present

Producing technical drawings for a number of high end projects including internal room elevations on AutoCAD and specifying luxury and commercial scale items for interiors.

Architectural Assistant – Michael Lyons Architecture

March 2023 – August 2023 (5 month placement)

Involved in the design process of a number of small projects. Used Sketchup to create 3D models of approved designs. Given autonomy to produce planning drawings on AutoCAD for the client. Used InDesign to create marketing material. Trusted to submit planning applications to the planning authorities.

Architectural Assistant – Alec French Architects

February 2022 – August 2022 (6 month placement)

Produced 2D and 3D diagrams using Adobe Illustrator and Photoshop for pre-application report. Used Revit to amend technical drawings and populate room elevations for the Bristol Beacon.

Waitress – Ministry of Food (Wilton House Café)

July 2021 – August 2021

Role included serving food and drink, managing the till, and independently running the ice cream parlor.

TRAINING

Set Design for Film and TV Short Course

November - December 2024 (5 weeks)

Lead by Clara Zita at UAL: Central Saint Martins

Screen Skills Training Passport

October 2024

4Skills Virtual Work Experience Programme (Channel 4)

September 2024