

STUART HOLMS

Asst Payroll Accountant

Manchester

T 07540 831 547 E sholms@gmail.com

No driving Licence.

CREDITS

WATERLOO ROAD SEASON 17 Eps1-8 Wall to Wall / BBC Oct 2024 – April 2025	Role: Payroll Assistant Cast / Crew Payroll	Line Producer: Sam Ferguson 2nd Asst Acct: Sam Barker
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WATERLOO ROAD SEASON 16 Ep5-8 Wall to Wall / BBC Aug 2024 – Oct 2024	Role: 2nd Accounts Asst Cast / Crew Payroll	Line Producer: Sam Ferguson 2nd Asst Acct: Sam Barker
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Software Used: Entertainment Partners, Just Produce, Excel

Member of Screenskills Accounts Industry Transfer programme 2024

10-day Training course led by Neil Cairns and thecallsheet, covering cast & crew payroll, Equity/Bectu, Petty Cash/P Cards, Purchase Orders, Invoices, PSL, reporting protocol. Plus, training about how the industry works, interview technique, CVs, and Q&A's with crew.

OTHER EXPERIENCE

2003-2024

FINANCE & OPERATIONS MANAGER – THE WELLS BAR & RESTAURANT, LONDON

- Developed & implemented a business plan/budget that resulted in a 6% increase in revenue year on year & a net profit of 15%.
- Prepared financial statements that were accurately & timely to include Monthly Mgmt. Accounts, Quarterly VAT returns, Balance Sheet & Directors Report.
- Administered daily bookkeeping and company payroll including weekly payroll & NEST Workplace Pension Scheme.

Transferable Skills: Working with various software including SAGE Cloud accounting, Moneysoft Payroll, Excel, Pleo Expense Cards. Budgeting & Forecasting, Cashflow Management, Communication, Teamwork & Leadership.

2002-2003

RESTAURANT SUPERVISOR, BAMBU RESTAURANT, SYDNEY

- Oversaw a team of 30.
- Encouraged service excellence including swift resolution of customer issues.

2001-2002

RESTAURANT & EVENTS MANAGER, ATTICA MEMBERS CLUB, LONDON

- Planned & executed major events from concept to production for high status clients including Sony Music, Versace, Vivienne Westwood.
- Managed a team of 25.

1995 - 2001

I worked in various high-end restaurants in London at junior levels as well as working at Harrods for 3 years on their Management Trainee Scheme.

1992-1994

ASST STAGE MANAGER, LEICESTER HAYMARKET THEATRE, LEICESTER

I worked with the outreach and education department as stage manager for all Youth Theatre Productions and was also called upon to work in the main theatre on their professional productions if they were short-handed.

EDUCATION

AUG 1994 – MAY 1995

BA STAGE MANAGEMENT & TECHNICAL THEATRE, GUILDHALL SCHOOL OF MUSIC & DRAMA

Completed one year.

AUG 1988 – JUNE 1992

SCOTTISH STANDARD GRADES, JOHNSTONE HIGH SCHOOL

ENGLISH 2, MATHS 3, BUSINESS STUDIES 2, FRENCH 3, ART 2, CRAFT & DESIGN 2, GEOGRAPHY 2, PHYSICS 3

CERTIFICATES

Running UK Payroll Crew & Dallies

The Production Guild

Jan 2025

Tackling harassment and bullying at work

Screenskills Learning

June 2024

Safeguarding for all: basic awareness for the screen ind.

Screenskills Learning

July 2024

GDPR STATEMENT

This CV may be kept on file & distributed for employment purposes.