

AMARJOTH “JO” NIJER

Production Manager

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Based in Birmingham but willing to travel.

Experience with:	
<ul style="list-style-type: none"> • Contracts – cast and crew • Approving crew timesheets, overtime, invoices and liaising with Line Producer and Accounts • Checking Payroll spreadsheets • Beginner - Movie Magic Budgeting • Booking crew, suppliers and kit • Leading and organising crew for 2nd Unit/Splinter Unit • Negotiating with suppliers • Clearances - liaising with Art department, producers, Neg Checker and in house legal team • Albert • Liaising with cast and agents regarding transport, accommodation, scripts, flights etc • Organising read throughs, rehearsals, auditions and meetings 	<ul style="list-style-type: none"> • Liaising with post house, editors and DIT re workflow during production • Child Licences • Updating cast list, unit list, suppliers list • Keeping track of SOH, travel bookings, CHITS • Reconciling floats, raising POs and expenses • Progress Reports, wrap reports • Preparing and distributing Call sheets, MOs, RAs and Sides. • Working in studio and on location • Full, UK driving license • Intermediate – Final Cut Pro, Premiere Pro, Photoshop • Purchase Order systems – PMI, EZY PO, DPF • Software Distribution systems – Scenechronize, Setkeeper, POP

Employment

9th December 2024 – 28th March 2025 **Forge Entertainment Group** **Diversity & Inclusion Supervisor**
 Productions – FALLING and A WOMAN OF SUBSTANCE
 HOP – Claudine Sturdy | Production Executive Katie Bleakley

29th July 2024 – 9th November 2024 **Tiger Aspect** **Production Manager**
 Production – MAN LIKE MOBEEN – SERIES 5
 Line Producer – Nichol Hoye | Producer – David Simpson | Exec Producer – Lee Underwood

8th January 2024 – 23rd July 2024 **Forge Entertainment Group** **Production Manager**
 Production – WE GO AGAIN (Three Birds)
 Line Producer – Lennard Ortmann | Producer – Jade Taylor

31st July 2023 – 22nd December 2023 **NBCUniversal/WTTV Productions** **Production Manager**
 Production – WE ARE LADY PARTS, Series 2
 Line Producer – Rachel Alabaster | Producer – John Pocock

20th February 2023 – April 2023 **Monumental Television** **Production Coordinator**
 Production – GHOSTS, Series 5
 Line Producer – Anne Patterson | Producer – Pat Tookey-Dickson

23rd May 2022 – 16th December 2022 **Tiger Aspect/Douglas Road** **Jnr Production Manager**
 Production – THREE LITTLE BIRDS
 Line Producer – Sarah Dibsall | Production Manager – Joe Sharpe | Producer – Stella Nwimo

7th February 2022 – 29th April 2022 **Ranga Bee Productions & Sky** **Production Co-ordinator**

Production – BOTH SIDES NOW (Pilot for TX)

Line Producer – Lyndsey Shingler | Producer - Jane Bell | Head of Production (Ranga Bee) – Lauriel Martin.

9th August 2021 – 16th December 2021

Hat Trick Productions Ltd

Production Co-ordinator

Production – DI RAY

Line Producer – Deborah Aston | Jnr Production Manager – Jen McKeown | Producer - Charlotte Surtees

23rd November 2020 – 3rd June 2021

Snowed-In Productions

Production Co-ordinator

Production – YOU DON'T KNOW ME

Line Producer – Deborah Aston | Jnr Production Manager – Jen McKeown

Series Producer – Jules Hussey | Producer – Rienkje Attoh

30th January 2020 – 13th November 2020

NBCUniversal/WTTV Productions

Production Co-ordinator

Production – WE ARE LADY PARTS, SERIES 1

Line Producer – Rachel Alabaster | Production Manager – Anne Patterson | Producer – John Pockock

18th Nov 2019 – 20th Dec 2019

Tiger Aspect

Production Co-ordinator

Production – DEEP FAKE NEIGHBOUR WARS (Taster, now commissioned on ITV 1)

Line Producer – Paula Munro

Tiger Aspect - Production Exec – Sam Frith | Head of Production – Cat Fox

9th Sept 2019 – 11th Nov 2019

Tiger Aspect

Production Co-ordinator

Production – MAN LIKE MOBEEN – SERIES 3

Line Producer – Paul Munn

Tiger Aspect - Production Exec – Sam Frith | Head of Production – Cat Fox

21st January 2019 – 30th Aug 2019

Genial Productions

Production Co-ordinator

Production – THE TROUBLE WITH MAGGIE COLE

Line Producer – Rachel Alabaster | Production Manager – Katie Huggins | Producer – Joanna Hanley

12th December 2018 – 20th December 2018

Merman

Production Secretary

Production – FRAYED (London shoot only)

Line Producer – Beccy Kerley | Head of Production (Merman) Rebecca Parkinson

15th November 2018 – 11th December 2018

BigTalk

Production Secretary

Production – PEACOCK (PILOT, series 1 commissioned on BBC 3)

Line Producer – Katie Kearney | Production Co-ordinator – Maisie Linnane | Producer – John Ruston

22nd October 2018 – 2nd November 2018

BBC,Elstree

**Production Secretary
(Prod Co-ordinator cover)**

Production – MOTHER FATHER SON

Production Co-ordinator – Sam Fell | Assistant Co-ordinator – Lara Oheimer

1st August 2018 – 19th October 2018

Channel X

Production Secretary

Production – HOME

Line Producer – Gary Matsell | Production Co-ordinator – Maisie Linnane | Producer – Adam Tandy

9th May 2018 – 24th July 2018

Avalon

Production Secretary

Production – CATASTROPHE, SERIES 4

Line Producer – Sam McCole | Production Co-ordinators – Maisie Linnane, Cat McNamara

