

PERSONAL PROFILE

I am a highly experienced drama Production Coordinator and have worked for major broadcasters including BBC, ITV, Channel 4, Amazon Prime, Sony and Sky. Production Companies I've worked for include Clerkenwell Films, Eleventh Hour Films, The Ink Factory and Company Pictures. Working knowledge of Setkeeper, POP, Money Penny, DocuSign, Box, Final Draft and basic Silvermouse.

November 2021 - January 2022

Gangs of London Season 2 – Post Production Coordinator

8 x 50' Drama Series

Pulse Films London 2 Ltd/Sister Productions for Sky and AMC+

March 2021 – July 2021

Alex Rider Season 2 – Production Co-ordinator

8 x 60' Drama Series

Eleventh Hour Films Ltd for Amazon Prime and Sony

September 2020 – December 2020

Cheaters - Production Coordinator

18 x 10' Comedy Drama Short Form Series

Clerkenwell Films Ltd for BBC Studios.

November 2016 – 2019 Career Break – Full time carer for elderly parents, including safeguarding issues, liaising with my MP and escalating to Local Government Ombudsman and Clinical Negligence Lawyers.

February – July 2015

The Night Manager – Contracts Coordinator

6 x 50' Drama Series. The Ink Factory Ltd, BBC 1

August – November 2015

Billionaire Boy – Contracts Coordinator

1 x 50' Comedy Drama. Little Bert Ltd, BBC 1.

July – October 2014

George Gently 7 - Production Coordinator

4 x 50' Police Period Drama Series. Company Pictures Ltd, BBC1

July – November 2013

The Game – Production Coordinator

6 x 60' Drama Series. In house BBC1 and BBC America

January – June 2013

White Settlers – Production Manager

1 x 90' Feature Film. Not a Number Ltd, Film Four.

April – June 2012

In with the Flynns – Production Coordinator

6 x 30' studio sitcom. Caryn Mandabach Productions UK Ltd, BBC 1

January – March 2012

Pearly Gates – Production Coordinator

Pilot comedy for BBC 1. Directed by Sir David Jason.

June – November 2011

Just Henry – Production Coordinator. 1x 90' film for TV. Inhouse ITV1.

Other Production Coordinator credits include: This is England 88 - Warp Films; Casualty - BBC1; Cast Offs - Channel 4; My Spy Family - Kindle Entertainment; Holby City - BBC1; Eastenders Revealed – BBC3; My Dad’s the Prime Minister - BBC 1; Principles of Lust - FilmFour.

Production Secretary credits include: Hope and Glory - BBC1, Playing the Field 3 - BBC1, Revengers Tragedy – World Cinema Ltd.

EDUCATION/QUALIFICATIONS AND TRAINING

Working knowledge of Setkeeper, POP, Money Penny, EzyPO, Docusign, Excel, Box, Final Draft, Basic Silvermouse.

June 2022: Albert Sustainable Production Training (BAFTA)

May 2022: Screenskills E-Learning: Inclusive hiring for the screen industries

May 2022: Tackling harassment and bullying at work

May 2022: Introduction to mental health awareness at work.

1996 -1997 MA Media Studies, Institute of Education, University of London.

1992 -1995 BA (Hons) English Language with Linguistics, University of Sheffield (2.1).

Full driving licence and own car.

References available on request