

## AMBER BUCKLEY

Tel: +44 75382 52116 | E-mail: [amberbuckley44@icloud.com](mailto:amberbuckley44@icloud.com)

LinkedIn Profile: [linkedin.com/in/amberlouise-buckley](https://www.linkedin.com/in/amberlouise-buckley) | 21+ Full Clean UK Driving Licence | Full DBS Check

**Personal Profile:** I am an outgoing and enthusiastic Film Studies Graduate with a passion for production. I am a great team player who is highly motivated and organised when completing tasks and I value myself on my ability to complete tasks to a high standard. I am a resilient person, and I look to creatively solve any problems that arise both being able to tackle these in independent and team environments. I am extremely interested in working in production, and I am looking for entry level opportunities to further develop my skills.

### Skills

- Keen Organisational Skills
- Excellent Written and Verbal Communication Skills
- Great Time Management Skills
- Proactive Approach to Work
- Problem Solving Skills
- Production Assistant Trained

### Relevant Experience

#### October 2024 – December 2024 – Event Runner – Hopefield Animal Sanctuary

- Created a positive experience and interacted with guests
- Flexibility dependent on the tasks needed for events
- Decision making and negotiation with other team members

#### January 2024 – May 2024 – Film Events/ Festival Co-ordinator – Kings College London

- Sourced Team Members and Reached out to Applicants to form a Curated Team for Each Event
- Lead and Supported Team Members
- Scheduled Meetings, Controlled documents and Co-ordinated and Organised Events
- Communicated with team via Emails, Organised Inbox and Outlook Calendar
- Liaised with 3<sup>rd</sup> Party Vendors
- Time Management and Multi-tasking
- Event Hosting and Public Speaking – Articulation and Communication Skills
- Event Programming, Curation and Creative Design
- Creative and Detailed Oriented Role

### Other Experience

#### November 2024 – December 2024 – Customer Service Staff – Marks and Spencers

### Education

#### June 2025 – Present – Production Assistant Bootcamp Trainee – All Spring Media

- Radio/ Comms Training
- Production Assistant Etiquette
- General Production Training
- Budget Management Training
- Pitching and Development Training
- Basic Camera Training
- Health and Safety Training

#### September 2021 – September 2024 – BA (Hons) Film Studies – Kings College London - 2:1

September 2018 – August 2020 – St Martins School - A Levels and Level 3 BTEC – Media Studies, Drama, Psychology, EPQ (Animation Project)

September 2013 – August 2018 – Oaks Park High School GCSEs – 9 A\* – B (8 – 6)

### Training Certifications

February 2025 – Sustainability for the Screen Industries – ScreenSkills

October 2024 – 4Skills Work Experience – Channel 4

October 2024 – Screen Industries Learning Series and Industry Training Passport – ScreenSkills

### References Available on Request

GDPR - \*\*I consent to my CV being kept on file and distributed for employment purposes\*\*