

Emmy Eastop

Runner

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London and South East based

Full, clean driving license. No vehicle

<https://emmyeastop.wixsite.com/portfolio>

Highly motivated BA Film graduate, currently working in hospitality, looking to break into the post-production sector. Eager to grow the experience I have gained from creating student films and collaborating on short films outside of University.

Relevant experience

Terrestrials

Crowdfunded Comedy/Drama TV. Production postponed due to coronavirus and schedule conflicts

Production Company: Pink Skies Productions

Dates: July 2021

Role: Assistant Director

Producer: Maxfield Long

Director: Benjamin Keir

The Pardoner's Tale short film

Production Company: Pink Skies Productions

Dates: August 2018

Role: Assistant Director

Producer: Maxfield Long

Director: Benjamin Keir

Key role in managing the set, and relaying information from the director to everyone on set. Followed and enforced health and safety guidelines on set, together with the Producer. Detailed schedules, meticulous daily logs of all shots to be used in post-production. A dedicated crew member from pre- to post-production.

June 2020 – Remote Editor for ABC to Read charity

Worked to a lenient brief for an animated video, communicated frequently with the charity's CEO to produce her creative vision. Produced an ability to interpret client brief and scripts to develop an effective video

2020-2021 RUTV Station Manager, Producer and Editor

Enforced thorough organisation and co-ordinating output schedules

2018-2020 RUTV Editing Co-ordinator and Senior Editor

Reliable in consistently editing and co-ordinating numerous projects at once, spanning multiple genres; Gained industry insight at workshops at National Student TV Awards 2019; Developed pre-production and production skills

Multi-camera workflow, facilitating and analysing shots from various angles to select appropriate footage for a logical structure; Manipulating music and sound, selecting appropriately from libraries, recording additional sound when needed, matching a storyline's tone/mood

BFI October 2017 – February 2018 BFI Academy

Film Editor. Lead event technician at the film's screening (Folkestone Quarterhouse, 200 people).

Dependable and organised team member. I was able to adapt when faced with technical difficulties and learnt the new technology quickly.

Other Work

November 2021-Present – Dobbies Garden Centre Restaurant – Barista and Customer Service Assistant

- Completed relevant online training modules
- Worked long hours on my feet, solving problems and working with challenging customers
- Cash handling
- Strong communication skills required, to be informative and helpful
- Demonstrate excellent customer service and interpersonal skills whilst working under pressure
- Trusted with additional responsibilities and encouraged to train in all areas
- Proactive emphasis on interacting with customers, welcoming them and offering help. I enjoy talking to new and returning customers whilst providing efficient service

March 2019 - Latham Street Vintage Sale at University of Reading – Temp Sales Assistant

August 2018 – Makcari's Café Restaurant, Sittingbourne - Temp Café waitress

June, October 2019 - Student Ambassador / Tour Guide at University of Reading Open days

- Shared specialist knowledge about the University – Required to learn new information quickly

Key Skills

- **Excellent customer service** – Helpful and sociable, whilst being professional and efficient. Always aiming to deliver more than what is expected of me.
- **Strong team member** - Supportive and encouraging teamwork, with many instances of filmmaking with large crews; Strong open and confident communication skills. Enthusiastic about forming professional relationships and encouraging communication. Team sports rugby and lacrosse enhanced these skills in a non-work atmosphere.
- **Individual accountability and initiative** – Highlighted by my work as a tour guide and waitress, I am self-driven and carry out my duties productively

- **Thrive in dynamic, fast-paced environments** – Able to solve problems under pressure, as evident in my filmmaking experience, feeding off the high energy
- **Ability to learn and retain information quickly**
- **An eye for detail** – Required when working in the film industry, including as an Editor and Continuity Supervisor focusing on fine details to ensure flawless continuity
- **Highly organised** - Able to multi-task, delivering high quality work to meet multiple deadlines whilst remaining flexible with my time and duties.
- **Specialising in post-production but experienced in all video production aspects**
- **Proficient in nonlinear editing software such as Premiere Pro and Final Cut Pro**

Education

2018-21 Bachelor of Arts with Honours, Film University of Reading

Upper Second-Class (2:1)

Theory and production based Film degree. Completed many practical filmmaking modules. Editing spanned many genres, broadened my skillset; Developed editing and colour-grading skills in optional workshops.

2011-2018 Highsted Grammar School

A Levels: A* A B B

Extended Project Qualification: B grade

GCSEs: 11 A-B grades including Maths, English, Science

Awards

RUSU Commendation for my contribution towards enhancing the student experience; “a huge driving force behind the development of Reading Uni TV. Picking up others’ tasks when times were busy, and constantly encouraging members to engage with RUTV’s projects”

DBS cleared

GDPR statement: This CV may be kept on file and distributed for employment purposes.