



# Charlotte Herbert

Film Graduate

## Education

Bournemouth University

BA (Hons) Film | 2022–2025

Awarded Bachelor of Arts with Second Class Honours

Focus: Screenwriting, Directing, Editing

Gloucestershire College

Level 2 & 3 Diplomas in Creative Media Practice | 2019–2022

Distinction and Merit achieved

Developed short films, including *The Nightmare Friend*

Maidenhill Secondary School | 2014–2019

6 GCSEs including Maths and English

## Professional Experience

**The Nightmare Friend (2022) - Scriptwriter, Director & Editor**

- Psychological thriller exploring multiple personality disorder and murder.
- Led the full production process during college.

**Immune (2023) - Scriptwriter & First Assistant Editor**

- Horror short film about a vaccination gone wrong.
- Supported the editing process to maintain suspense and visual continuity.

**The Last Entry (2024) - Scriptwriter**

- Found footage thriller exploring the legacy of a long-dead killer.
- Developed suspenseful pacing and nonlinear narrative techniques.

**The Secret on Set (2024) - Scriptwriter**

- Feature-length horror screenplay and final-year project.
- Explores reality blending with fiction as four teens encounter deadly doppelgängers during lockdown.

## About Me

Emerging screenwriter and director with a passion for horror and thriller storytelling. Experienced in leading productions from concept to final edit, with strong skills in screenwriting, directing, and editing. Collaborative, organised, and eager to contribute creatively to professional film projects.

## Contact

5 Bridge Mead  
Gloucestershire  
GL5 4BP

charlotteherbertt@outlook.com

07943 045684

## Charlotte Herbert Portfolio

## Skills

Creative:

- Screenwriting
- Story Structure
- Script Editing & Feedback

Production:

- Directing
- Editing

Professional:

- Team Collaboration
- Leadership & Communication
- Time Management & Organisation

Technical:

- [e.g. Microsoft, Canva, Adobe Premiere Pro, Celtx, etc.]



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## Work Experience

### Vue Cinema – Customer Service Assistant

June 2021 – September 2022

- Assisted with customer queries and concessions.
- Resolved complaints with professionalism.
- Collaborated with team members across shifts.
- Operated tills and managed point-of-sale systems accurately.
- Communicated efficiently with team members during busy showtimes.
- Assisted with promotional events and ensured the lobby was well-presented.

### Boho Bakery / Kitsch Café – Catering Assistant

July 2019 – April 2020

- Provided table service and created a welcoming environment for patrons.
- Handled cash and card payments with accuracy and efficiency.
- Maintained a high standard of hygiene and cleanliness in dining areas.
- Replenished stock to ensure seamless service.
- Supported kitchen staff with food prep and dishwashing duties.
- Demonstrated multitasking skills during peak hours.