

# Michaela Davis

## Locations Trainee

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I have hands-on experience assisting the Locations department for TV and Film, on location and in studio. I am currently a Locations Trainee on ScreenSkills Trainee Finder 25/26. I have full availability and I am actively seeking opportunities for Locations roles within the industry to develop my skills.

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## **SKILLS & TRAINING**

- Emergency First Aider (St John Ambulance)
  - Film and TV Online Safety Passport Course (Mark Milsome Foundation)
  - Confident working with Canon, Sony and Black Magic cameras
  - Logistics assistance (booking couriers, taxis, travel and accommodation)
  - Set Ready Locations Training (FilmFixer)
  - Data entry, note-taking and proofreading
  - Fire Marshal (St John Ambulance)
  - Proficient in Microsoft Office and Google Suite
  - Managing petty cash and budgets
  - Proficient in Premiere Pro, After Effects and Photoshop
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## **FILM & TV EXPERIENCE**

### **Locations Trainee - The Chelsea Detective S4 - Expectation TV - September - November 2025**

- Letter dropped, scouted, assisted with unit logistics and admin such as MO's, permits and film apps

### **Locations Trainee - The Arrival - House Ltd - July - September 2025**

- Prepped and struck locations, acted as a liaison on set, drafted and dropped letters, location scouted, managed radios for dept, took notes on recces, managed location marshals

### **Letter Drops - Under NDA - Black Lab Films - July 2025**

- Letter dropped to residents and business' around the hero house

### **Location Marshal - Grantchester S11 - Kudos - July 2025**

- Prepped and protected a Grade I listed manor for filming and liaised with the manor's film officer

### **Runner - Ant & Dec's Limitless Win S5&6 - Hello Dolly - June 2025**

- Provided support such as talent and contributor care, paperwork, standing-in, props assistance, making beverages, restocking and sweeping rooms, and lunch runs for execs, gallery, and wider crew

### **Location Marshal - Under NDA - Next Life Films - December 2024**

- Engaged with the public to warn them of filming zones, handled heavy equipment and did a sweep of locations to ensure a clean and tidy site

### **Fire Marshal - Hostage - Binocular Productions - May 2024**

- Carried out Fire Marshal duties in a Grade I listed building and assisted the Location Assistants with tasks such as clearing smoke machine fog, handling E-Z UPS and catering, and dealing with crew requests

## **OTHER WORK EXPERIENCE**

### **Business Support Coordinator - PRP - January 2023 - July 2025**

- Provided admin support to senior partners and the wider studio, including travel logistics and event planning, managed front desk operations including petty cash and inventory, frequently shot staff photos and architectural photography

References available on request.

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