

Currently working with BBC Studios Birmingham as Production/Rushes Runner on *Shakespeare & Hathaway Series 6*. With experience working in TV, hospitality, events, theatre, and corporate, I am highly adaptable and confident working as part of a team, as well as working to deadlines and in fast-paced environments. I am keen to develop my skills and knowledge further in my next industry role. I have bases in Birmingham and Bradford (able to commute to Greater Manchester) but am willing to relocate/work as local for the right role. **Available from March 2026.**

SKILLS

- **Full clean driving licence and own car with business insurance** (licence held since 2020)
- **First Aid Trained** (St John Ambulance, 2025)
- **Microsoft Office & Outlook**
- **Adobe Suite**
- **Risk Management of Productions** (First Option training - certificate available on request)
- **ITV and Creative Access Mentee** (2023 Mentorship Scheme)
- **Locations Assistant Training Course** completed with Liverpool Locations
- **Creating POs and filling out mileage/expenses claim forms**
- **Handling petty cash / business card**
- **Silvermouse**
- **Albert reporting**
- **SetKeeper distribution software**
- **Logging incident reports**
- **Experience using radios and various camera and sound equipment**
- **Great telephone etiquette**
- **Copywriting skills**
- **Research skills**
- **Languages** - German (intermediate), French (basic)

TELEVISION WORK

BBC Studios | Oct 2025 - Present

Production Runner/Rushes Runner - *Shakespeare & Hathaway Series 6*

BBC Grafton House Productions | Nov 2024 - Aug 2025

Production Runner/Rushes Runner - *Silent Witness Series 29*

OTHER INDUSTRY EXPERIENCE / STUDENT WORK

ScreenSkills | Mar 2024 - Apr 2025

Trainee Finder - Production Office (Training scheme)

4Skills | Oct - Dec 2023

Online work experience programme.

Sept 2019 - Nov 2023

Supporting Artist (with Articulate Agency from 2020).

Badger and Combes | Apr - Jul 2023

Talent Pathway student (work experience)

St Helen's R.F.C. | 23rd Feb, 31st Mar, 23rd Nov 2022, 23rd Jan, 25th Apr 2023

Floor Manager - Saints TV: Sit Down With Saints (work experience)

Lime Pictures | 21st Oct 2022

Locations work experience/Shadowing - Hollyoaks

Edge Hill University | 23rd Nov 2021

Floor Manager - In Conversation: Barry Purves (Paid student work)

St Helen's R.F.C | 10th Nov 2021

Camera operator - 2022 Kit Launch (work experience)

Edge Hill University | 1st-5th Nov 2021

Floor Manager and Camera Operator - Edge Hill University Sustainability Festival (work experience)

Alexandria International Short Film Festival | Nov 2020 - May 2021

Selection panel member (work experience)

Playground Television Ltd. | 30th Oct 2019

Art Department work experience/shadowing - *All Creatures Great and Small*

OTHER WORK EXPERIENCE

SmartSearch | Nov 2023 - Nov 2024

Business Support Assistant

First port of call for phone and email queries. Creating contracts for new and existing clients, processing and creating reports for International Business Checks, checking contract renewals, sending off post, inputting data into company spreadsheets, and completing other general admin/business support tasks. Occasional work on reception, signing in visitors and contractors, and answering general queries. A high level of focus and accuracy was required in this role.

The Tithe Barn, Bolton Abbey | July 2021 - Nov 2023

Waitress & Bar Staff

Bistrot Pierre, Ilkley | Feb - Sept 2020

Waitress

The Arts Centre, Edge Hill University | Sept 2022 - July 2023

Front of House Staff

The Olive Branch, Ilkley | May 2019 - Feb 2020

Waitress

EDUCATION

BA (Hons) Film and Television Production | Sept 2020 - July 2023

Edge Hill University

I graduated with a first class degree, after having achieved firsts and 2:1s across all modules. A selection of my work is available to view on my LinkedIn profile. I received the Excellence Scholarship in 2023 for my efforts gaining industry experience.

References available upon request.

This CV may be kept on file and distributed for employment purposes