

Jay Bayliss

Leeds Beckett Filmmaking graduate with experience producing short films and coordinating projects. Skilled in organisation, scheduling, and team support, aspiring to senior production roles while eager to learn from the ground up.

EXPERIENCE

The Kings Arms, Chipping Norton — Bartender

April 2025 - Present

- Customer-facing role, requiring adaptability and teamwork.
- Experience in managing demands and maintaining professionalism during long shifts.
- Developed strong communication and problem-solving skills, transferable to production environments.

Altum HR, Altrincham — Marketing Associate

October 2024 - January 2025

- Coordinated projects and managed deadlines in a fast-paced environment.
- Liaised between creative teams and managers to ensure smooth communication and delivery.
- Produced and edited digital content, supporting campaigns from planning to rollout.

Student Films, Leeds Beckett University — Producer

September 2020 - July 2023

- Produced two short films, overseeing scheduling, budgeting, and crew management.
- Coordinated shoots with casts and crews of 10+, ensuring deadlines and health & safety requirements were met.

Freelance, North England — Freelancer

September 2020 - July 2023

- Managed small-scale video projects from planning through to delivery.
- Coordinated logistics, scheduling, and client communication to meet deadlines.
- Gained experience working independently under pressure, strengthening organisational and production skills.

EDUCATION

Leeds Beckett University, Leeds — BA (Hons) Filmmaking

September 2020 - July 2023

- 2.1 specialising in producing: scheduling, budgeting, and people management.
- Hands-on experience with film set operations and production paperwork.

SKILLS

Scheduling & Coordination

Budgeting & Resource Management

Client & Team Communication

Problem Solving Under Pressure

Health & Safety Awareness

Adaptable & Reliable

ADDITIONAL INFORMATION

Full UK Driving Licence & Car

Confident in Microsoft Office, Adobe Creative Suite and production tools

Willing to Relocate & Travel