

# Pia Barley

## Production Assistant

**Location:** Manchester and Leeds based (willing to relocate)

**Mobile:** 07717296175

**Email:** [peb27@btinternet.com](mailto:peb27@btinternet.com)

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### PROFILE

Experienced TV Set PA and Production Runner, working across both scripted and unscripted. I take pride in my teamwork and organisational skills, as well as my ability to adapt to any situation and hit the ground running. I'm highly experienced in administrative roles, working on location and looking after talent.

### SKILLS

- Full UK Driver's Licence (Clean)
- Talent Running
- Admin
- Crowd Management
- Studio Running
- Base Running

### CREDITS

**Production Assistant** *Paddy (Pilot)* **September 2023**  
King of Sunshine Productions  
BBC

**Set PA** *Meet The Richarsons (S5)* **May - July 2023**  
King of Sunshine Productions  
Dave

**Runner** *Jon Richardson: Know It All (Pilot)* **July 2023**  
King of Sunshine Productions

**Runner/Driver** *Emergency: First Time Medic (S1)* **December 2022**  
Brown Bob Productions  
UKTV

**Production Runner** *The Big Interiors Battle (S1)* **July - October 2022**  
Remarkable TV  
Channel 4

**Set PA** *The Full Monty (S1)* **August 2022**  
Little Island Productions  
Disney Plus

### OTHER EXPERIENCE

**Receptionist/Administrator** **NHS LICB** **August -September 2023**

- Front of House
- Managing inbox
- Booking meeting rooms
- Managing Calendars

**Shift Manager/ Administrator** **COVID Vaccination Programme** **January – July 2022**

- Admin
- Management
- Crowd Management
- Customer Service

**Receptionist** **Marshall Nissan** **March – May 2022**

- Admin
- Customer Service
- Multiline Phone Operation

### EDUCATION

**BA First Class Honours Film and Television Production with Study Abroad**, University of Hertfordshire (2019 - 2023)

**Study Abroad Exchange Programme**, University of North Carolina at Wilmington (August-December 2021)  
4.0 GPA

**A-Levels:** Film Studies, English Literature, History, Extended Project Qualification, LSST Priory Academy (2019)

**REFERENCES AVAILABLE UPON**

GDPR STATEMENT: THIS CV MAY BE KEPT ON FILE AND DISTRIBUTED FOR EMPLOYMENT PURPOSES