

# Pooja Patel

**Date of Birth:** 23/04/1987

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## EMPLOYMENT HISTORY

### June – September 2016

- **Production Buyer – Casualty at BBC, London**

Designer – Neil Pollard

Designer – Mark Hudson

In charge of sourcing and organising vehicles, armory and action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer in the planning and dressing of sets, whilst maintaining the art department budget for the production.

### May 2016

- **Assistant Buyer – Sick Note at King Bert Productions LTD, London**

Production Designer – Richard Drew

Art Director – Jo White

Production Buyer – Julie Signy

In charge of sourcing and organising action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer & Buyer in the planning and dressing of sets.

### April 2016

- **Assistant Buyer – Fleabag at Two Brothers Pictures LTD, London**

Production Designer – Jonathan Paul Green

Art Director – Joanne King

Production Buyer – Katya Guy

In charge of sourcing and organising action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer & Buyer in the planning and dressing of sets.

### March 2016

- **Set Dresser - The Gadget Show at North One TV, Birmingham**

Warehouse Set up

In charge of sourcing and organising dressing props, and dealing with prop houses. Working with the Director & Producer in the dressing and striking of sets on the day, while taking on the role of Standby Art director for the duration of the shoot.

### Jan 2016 – February 2016

- **Production Buyer – Mad To Be Normal at Metanoia Films, York**

Designer – Celina Norris

Art Director – Rebecca Mason

In charge of sourcing and organising action props, dressing props, breaking down scripts and dealing with prop houses and product placement companies. Working with the Designer & Art Director in the planning and dressing of sets. Processing orders and payments on behalf of the Art Department.

### July - November 2015

- **Production Buyer – Silent Witness at BBC, London**

Designer – Stephen Campbell

Art Director – Nick Harding

In charge of sourcing and organising vehicles, armory and action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer in the planning and dressing of sets, whilst maintaining the art department budget for the production.

### March - July 2015

- **Assistant Production Buyer – Silent Witness at BBC, London**

Designer – Stephen Campbell

Art Director – Nick Harding

Production Buyer – Sue Claybyn

In charge of sourcing and organising action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer & Buyer in the planning and dressing of sets.

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## January – February 2015

- **Production Buyer – Sky Arts Comedy Playhouse Presents at Eleven Films LTD, London**  
Designer – Monica Black  
Art Director – Bobbie Cousins  
In charge of sourcing and organising action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer in the planning and dressing of sets, whilst maintaining the art department budget for the production.

## November 2014

- **Production Buyer – Fall At Your Feet (Saint Raymond – Music Video) at PrettyBird UK, Sheffield**  
Designer – Debbie Burton  
In charge of sourcing and organising action props, breaking down scripts and experience dealing with prop houses and product placement companies. Working with the Designer in the planning and dressing of sets. Also took on the role of Standby Art director for the duration of the shoot.

## September 2014 – October 2014

- **Production Buyer – Bit by Bit (BFI pilot) at Studio Of The North, Sheffield**  
Designer – Debbie Burton  
In charge of sourcing and organizing action props, breaking down scripts and experience dealing with prop house. Working with the Designer & Director in the planning and dressing of sets. Also took on the role of Standby Art director for the duration of the shoot.

## April 2014 – September 2014

- **Petty Cash Buyer – Cucumber at RED Productions, Manchester**  
Designer – Melanie Allen  
Art Director – Maddie Turnbull  
Production Buyer – Julie Signy  
In charge of sourcing and organising action props, breaking down scripts and dealing with prop houses and product placement companies. Working with the Designer & Buyer in the planning and dressing of sets.

## April 2013 – Nov 2013

- **Petty Cash Buyer – Silent Witness at BBC, London**  
Designer – Jonathon Taylor  
Art Director – Nick Harding  
Production Buyer – Sue Claybyn  
Assisting the Designer & Buyer in sourcing props and the planning and dressing of sets.

## Sept 2012 – February 2013

- **Floor Runner – Endeavour 1 at Mammoth Screens LTD, London**  
1<sup>st</sup> AD – Kieran Murray Smith (block 1 & 3)  
1<sup>st</sup> AD – Nige Watson (block 2)  
1<sup>st</sup> AD – Andi Coldwell (block 4)  
Worked as floor runner for the duration of the shoot (all location).

## April 2012 – August 2012

- **Runner/Driver – Misfits 4 at Quite Funny Films, London**  
1<sup>st</sup> AD – Adam Byfield (block 1)  
1<sup>st</sup> AD – Peter Freeman (block 2)  
Worked as a runner driver / floor runner during the shoot (set & location) as required.

## March 2010 – April 2012

- **Contracts Assistant/Runner at Casualty, BBC, Bristol**  
Contracts administrator for BBC's medical drama, Casualty. Responsible for booking crews for the Art, Costume, Lighting, Editing and Make up departments while providing them with a first point of contact for any queries regarding their contracts and wages. Also assisted on a number of episodes as a Floor Runner in studio and on location.

## REFERENCES

### Sue Claybyn

Freelance Production Buyer  
Tel: 07831654805  
Email: sue.claybyn@virgin.net

### Julie Signy

Freelance Production Buyer  
Tel: 07774 995509  
Email: julie.signy@gmail.com