

Georgia Pang

Runner / Production Assistant | AD | Script Supervisor

CONTACT

Georgia Pang (24)



Manchester + Bristol Based



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Full UK Driving Licence + Vehicle

Willing To Relocate

I consent to you keeping my details on file and distributing for employment purposes.

SKILLS

- Continuous Drama / Green Screen / Studio
- BSL Monitors / Stunts / Drones / Animals
- Location Shoots / Locking Off Streets / Liaising with Transport
- Radio Rigging + De-rigging
- Managing Cast Photoshoots / Stunt Rehearsals / Cast + SA Training / Socials
- Working with Under 18s (Actors + SA's)
- Working with SA's (65) / Chits
- Queuing Cast and SA's
- Directing SA's
- Script / Rushes Logs
- Call Sheets + Shooting Schedules
- The Mark Milsome Foundation - Film and TV Online Safety Passport (Sept 2029)
- Hardworking, Resilient + Driven
- Organisation, Time Management, Prioritisation + Multitasking
- Communication Skills
- Teamwork, Creativity + Attention to detail
- Project Management + Deadline Focused
- Team Leadership + Management

EDUCATION

2024

Bachelor of Arts Film Production

University of Salford, Salford, Greater Manchester

- Second Class Hons Division One (2.1)

2021

Extended Diploma Film & TV Production

Boomsatsuma, Bristol

- Triple Distinction Star (D*D*D*)

2019

A-Level Photography

Ashton Park Sixth-Form, Bristol

- A Grade.

2017

GCSE Maths (Grade 8), GCSE English (Grade 6)

Ashton Park School, Bristol

A hardworking and driven filmmaker, comfortable working in a fast-paced environment, managing tight deadlines and juggling multiple priorities simultaneously. Team focused, with excellent communication skills, highly organised and committed to producing high-quality work products. Proactive and excited to partner with like-minded individuals to achieve goals. Most recently worked as a 3rd Assistant Director / Script Supervisor at BBC, on 'Andy's Dino Island,' and I am now seeking my next job to continue gaining experience in Production and the AD department.

EXPERIENCES

May 2025 - October 2025 (6 Months Contract - Full Time) - Bristol, BS14

3rd AD / Script Supervisor, BBC Studios - 'Andy's Dino Island', Scripted TV
Director - Adam Oldroyd | Prod Manager - Sylvia Mukasa | Producer - Emily Miller

- Assisted the smooth running, day to day, to ensure we stayed on schedule and everything got shot. Ensured relevant information was relayed to crew so everyone knew what was being filmed next + assisted in setting up green screen blocks/ramps/crash mats.
- General tasks included; Running errands for the Director, Communicating through radios + with all departments, Working closely with Prop Supervisor + MU Artist to ensure everything was prepared, Overseeing the Runners, Ensuring cast&crew travelled to set, Keeping track of the schedule + highlighting if anything had been missed, Printing Shot Lists for the week ahead + ensuring everyone had the documents required, Ensuring talent learnt their lines, Completing rushes logs, and marking up the script ensuring all lines were covered, then uploading photos of the rushes + script Log EOD for the Edit Assistant. I also worked closely with the Producer to track and oversee the shooting and scheduling of Titles/Social sequences.

October 2024 - March 2025 (6 Months Contract - Full Time) - Manchester, M12

AD Trainee (Floor Runner), Warner Bros - 'Waterloo Road', Scripted TV

1st AD - Gemma Nunn + Rick O'Connor | 2nd AD - Charlotte Simpsons

- Assisted the smooth running, day to day, to ensure we completed the call sheet.
- General tasks included; Running errands for the 1st AD, Communicating through radios + with all departments, Getting cast through Costume and MU calls, Travelling cast to set, Taking food + drink orders for cast and Hods, Organising snacks, Organising cast being mic'd, Locking off, Queuing Actors and SA's, Sticking with/managing Cast + SA Training / Stunt Rehearsals or Photoshoots when required, Advances - updating dressing room signs ready for the next day.
- Step up 3rd AD - When required I stepped up to cover the 3rd AD on set; updating updates chats (Scene, TO + Complete times, Shots/Set Ups), and communicating between the Director and 1st AD.

August 2024

Production Runner, Treacle 7, TV Commercial - Bristol, BS2

Producer - Kim Robinson | 1st AD - Sam Le Page

- Assisted the smooth running of the shoot. General tasks included; taking drink orders, making tea + coffee, collecting cast for set, running errands for the 1st AD, assisting in moving kit, setting up video village for clients, keeping the studio clean and tidy, and assisting the art department with prop resets between takes.

2024 - **1st AD, 'Divine Intervention',** Short Film

- Reviewed the script in depth, creating breakdown sheets and highlighting any potential health + safety considerations. Putting procedures in place where necessary.
- Created shooting schedules, call sheets, Recces, and DOOD, communicating with all departments to ensure all relevant information was shared.
- During production, I walked the fine-line between keeping the production on schedule and allowing creativity to flow. Using my love for problem solving, and constantly planning ahead, I kept the production moving without gaps.

2023 - **1st AD, 'At Death's Door',** Short Film

- Collaborated closely with the Producer and Director to balance efficiency and creativity and ensure the shoot stayed within the budget.
- Having meticulously planned the shooting schedule, I led the production to run smoothly, ensuring everything was completed on time. Call sheets were constantly amended to reflect changes and ensure all cast + crew had up-to-date information.

2023 - **1st AD, 'Encore',** Short Film

- Having joined this project near the end of pre-production, I promptly created shooting schedules and call sheets to allow the production to run efficiently.

March 2020 to August 2024 - **Customer Assistant Tesco Express,** Bristol, BS1

August 2018 to July 2020 - **Party Host + Receptionist Tenpin,** Bristol, BS2