

GRACE MARIE ALLEN

ABOUT ME

- Motivated, diligent, and organised individual with excellent communication skills. I am ambitious with a creative mindset and have had a burning passion for media and film since a young age. I come with experience in professional and creative settings which has led me to develop strong interpersonal skills, great time management and the ability to work well under pressure.
- I am assertive and focused with a thirst to develop new skills and build a career in the film industry.

WORK EXPERIENCE

- **Ludwig (BBC)- Daily Floor Runner** October 2025
Quirky Mystery Series - 1st AD: Tim Wood 2nd AD: Andrew Mackie 3rd AD: Paresh Dayalji
- **Grace (ITV)- Daily Crowd AD/Floor Runner** September 2025
Crime Drama Series - 2nd AD: Andrew Foster
- **Confinement (Paramount) - Floor Runner** August 2025
Feature film - 1st AD : Neil Wallace 2nd AD: George Johnson 3rd AD: Klaudia Predel
- **Studio Lambert, London - Work Experience** July 2024

I spent a week working in a fast paced production office environment. My core responsibilities included preparing equipment for productions such as Race Across the World, going to different offices and postproduction houses to drop items off, pick parcels up and handling sensitive information. Plus, general Office Runner duties such as stocking up kitchenettes and stationery, laminating, cleaning meeting rooms and dealing with petty cash.

- **Freelance Social Media Content Creation** May 2024
Creating social media posts surrounding mental health I have attached the link of one of the posts I have created. [Click here to see an example of a post I made.](#)

- **Shire Horse Pub - Front of House Team Leader** September 2022 -Present
Responsibilities include greeting customers, handling petty cash, table service, tackling multiple tasks in a fast-paced environment and dessert preparation. I have been promoted to team leader which includes extra responsibilities such as managing shifts and the closing/opening of the pub as well as working long hours. I am constantly looking to improve my service, and I take pride in my work. I have even taken on the pub's social media pages.

- **Wild Vision & Viral Talent - Work Experience** July 2022
Working at sister agencies Viral Talent and Wild Vision, I gained insight into the social media and creator economy. I researched into trends and content ideas and had an input on client calls. Provided clients with Influencer suggestions for brand campaigns, copywriting and campaign management.

TRAINING

- Completed the UAL Level 4 Professional Diploma in Directing and Cinematography. The course was based at Creative Media Skills at Pinewood Studios and I received a distinction
- We executed a 17 minute short film called Sunrise in Berlin which is an adapted screenplay that we edited alongside Lesley Posso and was screened in the John Barry Theatre at Pinewood. As a Producer I was given a £6,000 budget to delegate between departments and I supported all crew members during the process.
- I have been taught by industry professionals such as David Anderson, Terry Bamber, Richard Elson and Lesley Posso.
- I completed the Mark Milsome Foundation - Film and TV Online Safety Passport Course.
- I was invited to Georgette Turner's Production and Location Bootcamp and participated in workshops which focused on making film sets more sustainable, understanding traffic management and working in-house or on a production.

CONTACT

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📍 Based in Berkshire/London
Full clean driving license
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SKILLS

- Proficient in Italian and Spanish.
- Experience with walkie talkies and crowds.
- Clear communication on set.



[My LinkedIn Account](#)

EDUCATION

- 7 GCSE's results ranged from 6-9.
- A Levels results Spanish B, History B and Drama C.

PROJECTS I HAVE WORKED ON

- [Sunrise in Berlin](#)
- [SCAB](#)