

# Amy Crawford

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Experienced production assistant and runner, office worker, and a film and television graduate.

## Work Experience

### **True North Productions | Runner | Portsmouth**

**January 2025**

Production Runner for Paramount +'s *Teen Mom UK*, with responsibilities including collecting and returning GoPro kits from the rental facility and ensuring all equipment was properly tracked and handled. Provided on-set support by assisting with the movement and setup of filming equipment. Managed refreshments for contributors and crew, including coffee, tea, and food service. Ensured all contributor release forms were accurate, complete, and signed in compliance with production requirements. • Key Skills: production support, equipment handling, TV paperwork, and on-set logistics.

### **Now Students | Residence Co – Ordinator (Receptionist)| Southampton**

**Oct 2025 - Present**

Administrative role including contracts, records, email management, debt collection, room allocations, resident support, and social media video content creation.

• Key Skills: contract management, record keeping & administration (Excel), and social media content creation.

### **Will Norris | Researcher for Proof of Concept Film | Remote**

**December 2025**

Researched, documented, and formatted location options for a POC film, sourcing cafés and apartments to match reference imagery and compiling pricing, transport access, parking, and logistical details. • Key Skills: Microsoft Word, research, location scouting, attention to detail.

### **Howling Bear Creative | Production Assistant | Guildford**

**November 2025**

Managed clapperboard supported sound department and completed sound reports. Assisted with location setup and de-rig, supported director and camera team including lens changes.

• Key Skills: production operations, location support, and sound assistance.

### **Snack Engineering LTD. | Corporate Video Creator | Belfast**

**January 2025**

Filmed a corporate video using a Sony 4K AXP33 camera, directed and edited it in Adobe Premiere Pro, managed all stages of production, and collaborated with stakeholders to meet the company's needs. •Key Skills: budgeting, Adobe Premiere Pro, editing, and communication.

### **Costa Coffee | Barista | Winchester**

**July 2023 – May 2024**

Worked extensive hours as a barista, specialising in coffee, Costa specialty drinks, and customer service. Collaborated within an impressive team, strengthening organisational and teamwork skills. • Key Skills: barista trained, and fast-paced environment experience.

### **Kantar| Marketing and Consumer Insights Work Experience | London**

**July 2020- August 2020**

Analysed data, presented insights on youth social media trends to the CEO, and contributed to advertising strategy. •Key Skills: commercial awareness, distribution knowledge, marketing insight.

## Education, Qualifications, Training, Interests and Skills

### **The University of Nottingham | Nottingham**

**Sep 2022- July 2025**

Bachelor of Arts with Honours - Film and Television Studies

Graduated with a 2:1. Key projects included a dissertation on Latina representation in streaming media and a short film (*The Day It Began*) written, directed, and produced. Worked as a **Subject Ambassador**, where I represented and presented for Film & TV Studies at open days, engaged with prospective students, and supported university events. •Key Skills: film & tv research, critical analysis, and directing.

### **BFI Film Academy| VFX and Animation| London/ Remote**

**Feb 2021- April 2021**

Co-wrote and worked as an animator on a short film *Ghost Writers*, collaborated with academy members effectively in a remote team environment.

• Key Skills: production, remote teamwork, and animation.

• ScreenSkills Certificates and Channel 4: Safeguarding for all: basic awareness for the screen industries, High-end TV scripted production paperwork, Tackling harassment and bullying at work, Getting into the screen industries, and What is the creative industry?

• Technical skills include intermediate Portuguese, Adobe Premiere Pro, and Microsoft 365.

• Interests: triathlete, archery, volleyball & filmmaking. GDPR - This CV may be kept on file and distributed for employment purposes.

References available on request