

# JADE VERMEULEN

## CONTACT

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## EDUCATION

- Farnham College  
A Level | 09/2022 – 06/2024
- Media
  - English Literature
  - Mathematics
- IGCSE | 2020 – 2021
- GCSEs completed (including English & Mathematics)

## KEY SKILLS

- On-Set Awareness & Set Etiquette
- Fast Response to Time-Critical Requests
- Practical Logistics & Site Movement
- Clear Communication Under Pressure
- Task Prioritisation in Live Environments
- Physical Resilience for Long Shoot Days
- Reliable Transport (Full UK License & Own Vehicle)

## CERTIFICATIONS

- 'Safeguarding For All' – ScreenSkills (Valid until 10/2026)
- 'Tackling Harassment and Bullying at Work' – ScreenSkills (Valid until 10/2026)

## PROFESSIONAL PROFILE

Production-ready professional with on-set experience supporting the Locations Department on a major Apple TV+ production, with a strong background in operations and logistics, and a proven ability to manage time-sensitive requests and coordinate site movements in high-pressure environments. Highly resilient, with a full UK driving license, own vehicle, and full availability for feature film productions starting April 2026.

## PROFESSIONAL EXPERIENCE

### LOCATION MARSHAL (Short-Term Contact)

*Ted Lasso (Apple TV+ Production) – London, UK | Jan 2026*

- Supported the Locations Department under the direction of the Assistant Location Manager during active filming
- Managed public access and maintained secure filming zones to prevent interruptions during live takes
- Assisted with practical on-set logistics including the setup of heaters, easy-ups, cones, and floor protection
- Responded quickly to urgent crew requests and supported site movement to help keep the production on schedule
- Maintained high standards of professionalism and set etiquette while working long filming days in challenging weather conditions

### OPERATIONS SUPERVISOR

Asperion Group Limited - Guildford | Aug 2025 – Present

- Coordinated daily site logistics, schedules, and front-of-house operations in a high-traffic environment
- Acted as the main point of contact, handling phone, in-person, and internal requests with quick turnaround
- Logged, updated, and maintained accurate records and digital systems during live operations
- Balanced multiple urgent requests simultaneously, reprioritising tasks as situations changed
- Handled sensitive information professionally and maintained strict confidentiality

### DELIVERY COORDINATOR

Next - Guildford | 02/2023 – 08/2025

- Delivered results within strict, non-negotiable deadlines in a fast-paced, time-critical environment
- Coordinated the movement and dispatch of stock, ensuring the right items reached the right teams on time
- Utilised internal tracking systems to log deliveries and maintain accurate, up-to-date records
- Balanced multiple tasks simultaneously while adapting to changing priorities throughout the day
- Supported team workflow by assigning tasks and assisting with the training of new starters