

Tamia Moyo

Film Studies graduate with experience in film production, newsroom environments, and client-facing roles. Skilled at managing multiple priorities and supporting fast-paced teams with calmness and efficiency. A strong communicator with a proactive approach and excellent attention to detail. Enthusiastic, adaptable, and confident working both independently and collaboratively, with a strong eagerness to learn and grow within a creative team.

Relevant Experience

Production Assistant – One Brother (Dir. Oskar Nilsson)

08/24

- Supported the production team during on-location filming; managed catering and on-set logistics.
- Ensured smooth coordination of crew needs and equipment setup in public spaces.
- Maintained a calm and responsive presence in a fast-moving creative environment.

Work Experience Placement – ITN Productions

07/24

- Supported newsroom and production teams across Channel 4, ITV, and Channel 5 environments.
- Observed pre-production, live broadcast, and editorial workflows, strengthening understanding of production processes.
- Assisted teams working to tight deadlines, demonstrating adaptability and attention to detail.

Additional Experience

Support Worker– Lifeways

08/24-current

- Managed diaries and daily routines for multiple clients, ensuring effective scheduling and organisation.
- Built trusting relationships, liaising with families and colleagues to ensure clear communication and timely follow-up of action points.
- Maintained accurate records and reports, demonstrating attention to detail and reliability.

Christmas Stylist- Jo Malone

12/25

- Delivered high-end, client-facing customer service in a fast-paced retail environment.
- Maintained detailed product knowledge and accurate handling of orders and presentation standards.

General Merchandising Assistant – Tesco

07/23-09/23

- Organised and labelled stock with accuracy, ensuring correct filing and digital record management.

Nursery Assistant – Wizard Staff Solutions

07/22-09/22

- Supported routines in childcare settings, requiring adaptability, patience, and strong interpersonal skills

Skills

Technical Skills

- MS Office (Word, PowerPoint, Excel)
- Google Drive and Docs
- Basic video editing (e.g iMovie)
- Social Media Literacy (Instagram, X, TikTok, YouTube)

Other

- Verbal & Written Communication
- Organisation
- Teamwork
- Adaptability
- Time Management
- Film/TV/Music & Pop Culture Literacy

Seasonal Sales Assistant – Marks & Spencer

07/21-08/21

- Adapted to different departments, balancing competing priorities and maintaining presentation standards.

Barista – Starbucks

04/21-07/21

- Delivered high-quality customer service as front-of-house representative.
- Managed high-volume orders and complaints with professionalism and efficiency.

Educational Background

University of Liverpool

2022– 2025

BA (Hons) Film Studies, 2:1

A-Levels

2020-2022

Film Studies (A) , Drama and Theatre Studies (B), Health and Social Care (Distinction)

Training & Professional Development

NFTS - Location Management Taster Day

14/02/26

Led by Dewi Griffiths

- Introduction to the role of the Location Manager in film & TV production
- Insight into location scouting, budgeting, permits, logistics and on-set coordination
- Understanding of collaboration between production, directors, local authorities and communities

GDPR Statement: This CV may be kept on file and distributed for employment purposes.