

Panna Tóth

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Full UK diving licence (25+)

Production Assistant with hands-on experience across scripted-style workflows, development, and location-based shoots. Skilled in supporting fast-paced sets, coordinating logistics, and maintaining smooth communication between departments. Strong understanding of on-set hierarchy, etiquette, and scripted storytelling processes.

Skills

- Set & Production Support: call sheets, scheduling, production paperwork
- On-Set Experience: camera, sound, lighting assistance; multi-department support
- Logistics: transport coordination, location support, crew movement
- Communication: multi-channel radio use, cross-department liaison
- Post-Production: workflow coordination, feedback systems
- Software: Microsoft Excel & Word
- Languages: English (fluent), Hungarian (fluent)

Relevant Experience

- **Sort Your Life Out | S7 E3 | Runner | Optomen Television | 2026 June**
 - Provided on-location production support
- **Hercule | Production Runner | Mammoth Screen | 2026 June | Daily**
 - Provided production support in production office/studio
- **Love Productions | Office Runner | Work Experience | 2026 Apr 27th - 2026 May 1st**
 - Gained further insight into production workflows, supporting runner tasks, and observing how different departments operate across a busy production environment, assisting with research and logging tasks
- **Expedition X | Set Production Assistant/Driver | Discovery Channel | 2026 Feb - 2026 March**
 - Providing all-round crew support including greeking, crafty runs, and assisting multiple departments as needed. Managing transport for crew and equipment on location-based shoots.
- **Independent Short Film | Production Assistant | 2026 Feb**
 - Provided on-set support across multiple departments, helping coordinate logistics, manage equipment, and keep production running on schedule.
- **CreatedbyStory | Junior Producer | 2024 June – 2026 Feb**
 - Coordinated end-to-end production across teams of 5–15, including scheduling, logistics, and contributor management
 - Managed production documentation, release forms, and compliance processes
 - Oversaw post-production workflows, implementing structured feedback systems between creatives and editors
 - Coordinated locations, travel, accommodation, and budget tracking

- Acted as a key liaison between departments to ensure smooth delivery across all stages of production
- **CreatedbyStory | Production Assistant | 2023 May – 2024 June**
 - Provided on-set support across multiple departments on location-based shoots
 - Managed transport logistics for crew and equipment
 - Supported production operations including paperwork, runs, and coordination

TRAINING & DEVELOPMENT

NFTS — Assistant Directors Department (Richard Lingard) | Apr 2026

- Insight into AD roles, set hierarchy, scheduling, and scene management

NFTS — Directing Drama (Sarmad Masud) | Dec 2025

- Understanding of scripted storytelling, directing actors, and scene construction

Additional Experience

Travelodge | Hotel Night Time Receptionist | 2019-2023

- Guest enquiries and bookings, payments and cash handling, complaint resolution, cross-department communication, front-of-house operations, fire safety

NB World Record | Social Media Assistant | 2018-2019

- Social media and promotional content, scheduling and artist coordination, production record keeping, shoot and studio support, cross-department communication

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