

JENNY THODAY FENNEL

07769-657307 jennyfennell@googlemail.com

PROFESSIONAL SUMMARY

Conscientious and highly dependable individual offering over 25 years' experience as a financial professional in public and private sectors and now working in the TV and film industry, combining my skills and love of cinema to help bring productions to life.

SKILLS

- Highly experienced with Cost Reporting, VAT, Banking, Accounts Payable and Receivable, Expenses and Payroll
- Fully competent in Microsoft Office, SmartAccounting, Moneypenny, PSL, Eclipse, SmartPO, DPO
- Keen attention to detail
- Strong communication skills

WORK HISTORY

Independent Film Production: Vows Production Accountant: Nathan Heywood	1 st Assistant Accountant / Post Production Accountant October 2024 – December 2025 <ul style="list-style-type: none">▪ 1st review and posting – AP, Petty Cash, Equals▪ Bank payments, reconciliation and VAT returns▪ Post production monthly cost reporting▪ Post production VAT submissions
Paramount Plus / Lionsgate Production: A Gentleman in Moscow Post Accountant: Cliff Brett (to October 2024)	Post 1 st Assistant Accountant / Post Production Accountant February 2024 – December 2025 <ul style="list-style-type: none">▪ Accounts payable and receivable▪ Bank payments, reconciliation and VAT returns▪ Monthly cost reporting▪ VAT reconciliation and submissions
BBC / Firebird Pictures Production: Wild Cherry Production Accountant: Andy New Post Production Accountant: Nathan Heywood	Post Production 1 st Assistant Accountant January – December 2025 <ul style="list-style-type: none">▪ 1st review and posting – AP, Petty Cash, Equals▪ Bank payments, reconciliation and VAT returns▪ Monthly cost reporting▪ Payroll (EP)
Blumhouse Productions Production: Speak No Evil Financial Controller: Andy New Production Accountant: Nathan Heywood	1 st Assistant Accountant June 2023 – September 2025 <ul style="list-style-type: none">▪ 1st review and posting – AP, Petty Cash, Equals▪ Bank payments, reconciliation and VAT returns▪ Post production monthly cost reporting▪ Post production VAT submissions
Studio Pow Production: Midas Man Production Accountant: Sammy Brayson	Senior Assistant Accountant April – June 2023 <ul style="list-style-type: none">▪ Crew dailies payroll (EP)▪ Crew PAYE payroll (EP)
Netflix / Drama Republic Production: One Day Production Accountant: Aggie Mensah	Assistant Accountant September 2022 – April 2023 <ul style="list-style-type: none">▪ Crew dailies payroll (TPH)▪ Petty cash expenses
MGM Films Production: The Boys in the Boat Production Accountant: Daniel Nixon	Assistant Accountant April – August 2022 <ul style="list-style-type: none">▪ Accounts payable▪ Petty cash expenses

Disney+ / Sid Gentle Films Production: Extraordinary Financial Controller: Christine Hagon Production Accountant: Paul Goldsmith	2 nd Assistant Accountant September 2021 – March 2022 <ul style="list-style-type: none"> ▪ Crew dailies payroll (TPH) ▪ Petty cash and Equals expenses ▪ Bank payments and reconciliation
AMC / Sid Gentle Films Production: Ragdoll Production Accountant: Christine Hagon	Accounts Assistant April – September 2021 <ul style="list-style-type: none"> ▪ Accounts payable ▪ Bank payments and reconciliation
Twickenham District Masonic Council Limited	Masonic Administrator January 2016 – August 2021 <ul style="list-style-type: none"> ▪ Accounts payable and receivable ▪ Payroll ▪ Bank payments and reconciliation
Environmental Test Services Ltd	Administrative Officer November 2014 – May 2016 <ul style="list-style-type: none"> ▪ Accounts payable ▪ Bank payments and reconciliation ▪ Payroll
Microtux Limited	Administrative Officer January 2012 – February 2013 <ul style="list-style-type: none"> ▪ Accounts payable and receivable ▪ Payroll ▪ Quarterly VAT Returns
Federal Aviation Administration US Embassy London	Administrative Officer November 2000 – September 2011 <ul style="list-style-type: none"> ▪ Annual budget preparation and reconciliation ▪ Monthly budget reporting ▪ Daily accounts payable ▪ Time and Attendance / Payroll ▪ Travel & Training Coordinator

EDUCATION

2017 Bracknell and Wokingham College City and Guilds Accounting Level 1 and Level 2, 1st Grade Pass

1999 University of Wales, Swansea B.Sc. (Hons) Degree in Business Studies - Grade 2:1

REFERENCES

Available on request.