

**Lynda Spring**  
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**Personal Profile:**

I am passionate about my work and ensure that I am both organised and focused in order to meet Deadlines. I enjoy working on my own, able to prioritise tasks, but I also work well as part of a team.

I have a full driving licence and am flexible to working at any location in and around London.

I am also a supplementary member of the Guild.

**Productions:**

<u>Film/TV</u>	<u>Accountant/Line Producer</u>	<u>Position</u>
Fantastic Beasts and where To find the Duties	Gary Nixon/Paula Sargent (Payroll Supervisor) Daily Payroll (Complete)	Assistant Account Payroll (Dailies)
Apocalypse Slough Duties (Jan-Aug) 2015	Rachel Donkor/Amanda Wilkie AP – Payments – CC – Daily Payroll	Assistant Production Accountant
Pride Prejudice & Zombies Duties (Sep-Dec)2014	Wendy Ellerker/ Sue Baden Powell AP - payments – petty cash	Account Assistant
Downton Abbey 5 Duties (Jan-Sep2014)	Kerry Smith/Gina Marsh Petty Cash - AP - Dailies Payroll	2 <sup>nd</sup> Assistant accountant
Pride Duties (Sep-Nov 2013)	Richard McNeill/Jim Spencer Cashier - AP	Cashier/Account assistant

**Software packages:**

Eclipse, Sage line 50, Sage Payroll, Pegasus, Excel, Word, Outlook. Sargent Disc-Vista, Drop box, EZYPO, TPH-Payroll, Sargent Disc-Payroll

**Referees:**

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