

LUCY MARR - CURRICULUM VITAE: Jan 2019

Mob: +44 (0)7711 550 535 email: lucy_marr@hotmail.com

CAREER SUMMARY

Foreign Experience: Morocco; Czech Republic; Hungary

IT Systems used: Eclipse Vista Vismax Moneypenny PSL Sargent Disc Sage Payroll Pegasus Payroll Access Payroll

Production Accountant:	2017/18:	Killing Eve – Eps 3-8 TV Series	Sid Gentle/BBC America
	2004:	Meet the Magoons – CH4 Drama	Channel 4/Wark Clements
	2003:	A Crying Shame - Feature Film - Location Accountant UK	Holdings Ecosse/De Luwte
	2002:	Wilbur Wants to Kill Himself - Location Accountant UK – Feature	Zentropa/Sigma
Assistant Production Accountant:	2017	Ordeal by Innocence – TV Drama	Mammoth Screen
	2016-2017	Murder on the Orient Express	Fox UK Productions Ltd
	2016	Crazy Head – Netflix/Channel 4	Urban Myth Films
	2014:	Our Kind of Traitor – Feature Film	Ink Factory/Potboiler Prods
	2013:	The Paradise TV Drama	BBC
	2012:	Project 722 - Harry Potter Project	Universal (Theme Park)
	2012:	Time Traveller – Feature Film	Wildkite Ltd
	2011:	Song for Marion – Feature Film	Steel Mill Productions
	2011:	Gambit - Feature Film	Shabandar Productions Ltd
	2010/11:	River City – TV Drama	BBC
	2007:	Nutcracker – Feature Film	Noisette Film Productions Ltd
	2007:	Wanted – Feature Film	Universal/ The Fraternity Ltd
	2007:	Doomsday – Feature Film	Focus/Universal
	2004:	Sea of Souls – clear-up TV Drama	BBC Scotland
	2003:	Ae Fond Kiss – Feature Film	Sixteen Ltd
	2003:	Unleashed - Feature Film	Europacorp
	2002:	The Book Group 2 – CH4 Drama	Pirate Productions
	2001:	Sweet Sixteen – Feature Film	Sixteen Ltd
	2001:	Magdalene Sisters – Feature Film	PFP Films
	2000:	The Book Group 1 – CH4 Drama	Pirate Productions
	1999:	Monarch of the Glen 1 BBC Drama	Ecosse Films

Main Duties: Budgeting, cost projections and analysis, processing all costs and weekly cost reporting. Facilitating cast/crew contract payments, petty cash and per diems; running cast/stunt/crew/dailies payrolls; running AP; liaising with HoDs and handling crew queries; dealing with suppliers; arranging EP/cheque runs/bank transfers and assisting the production accountant/financial controller as necessary.

FURTHER CAREER DETAILS

Asst Prod Co-Ordinator:	Oct-Nov 2015	I, Daniel Blake – Feature Film	Sixteen Films Ltd
	Apr-Jul 2015	Beowulf – TV drama	ITV
Project Manager:	2005/06:	Diaspora 2006 : international theatre festival bringing together creative talent from around the world to exchange methods, ideas and experiences in a month-long event.	National Theatre of Scotland

Main duties: Liaising with 3 stake-holders (National Theatre of Scotland/Tron Theatre/RCS – formerly RSAMD) to identify aims and objectives then create and deliver programme; co-ordinating crew; finding and inviting talent, arranging work permits/travel/ hospitality/accommodation; liaising with venues re ticket sales/performances and supporting workshops; contact for public/students; organising opening gala event and symposium; de-brief report for future development of festival. Cost reporting.

PA to CEO 2004/05: Office Manger National Theatre of Scotland
and PA to Artistic Director/CEO

Main duties: Setting up office and all systems, including financial protocols, for newly formed company; compliancy; issuing job descriptions and dealing with applications for HoD positions; arranging/minute taking at board meetings; tracking costs and co-ordinating part-time and daily staff and providing administrative support to the Artistic Director Vicky Featherstone.

Post Production Co-Ordinator: 2003: *The Book Group Series 2* Pirate Productions/Channel 4
2001: *The Book Group Series 1*

Main duties: working closely with the director and producer to ensure all needs met; music clearances, rights payments/contracts issued; booking of artists, accommodation, facilities and studios; arranging reshoots and booking crew/locations/equipment and necessary contracts; liaising with broadcaster to ensure all technical requirements met. Delivering master tapes and post production paperwork to broadcaster.

Script Editor: 2000: *Taggart* - 4 x 120mins Scottish Media Group

Main duties: working closely with producer on story-lines and script ideas; supporting and guiding writers during drafts and final scripts; casting with directors and liaising with all departments on script changes/re-writes during shoot.

Short Film Producer: 2001: *Pater Noster – short film* ‘8 ½’ for Short Film Factory

Main duties: Working with writer on script; securing funding; working with director on cast; contracting cast and crew; project managing shoot, managing budget, post-production, delivery and cost reporting.

Locations Assistant: 1999: *Monarch of the Glen – Series 1* Ecosse Films/BBC Scotland
1999: *Taggart – TV Drama* Scottish Television
1999: *Coming Soon – TV Drama* Pirate Productions/Channel 4
1998: *Split Second - TV Drama* BBC/ Stockbridge Films

Main duties: assisting the Location Manager in finding locations, liaising with location owners/managers and facilitating/arranging all facilities for the shoot whilst on location; clearing up and making sure the owner is happy during and after the shoot.

Early Career '94-'97 Accommodation Coordinator/Locations Assistant: *My Life So Far*
Accommodation Coordinator/Runner: *The Winter Guest*
Secretarial/PA Roles BBC Scotland including PA to Head of Arts and Entertainment
Props Department Kings Theatre: Glasgow
Stage Manager Stage Manager for Golden Age Theatre: Tour of Strathclyde

ADDITIONAL INFORMATION/TRAINING

- Member of Production Guild
- Clean driving licence
- Draughting/Art Direction Training: Film Design International Pinewood
- Holistic Massage Therapist: Scottish School of Herbal Medicine/ITEC

REFERENCES Upon request