

DIONNE BREWSTER

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Objective

I am an outgoing, creative, enthusiastic individual with an entrepreneurial flair, who can adapt to any environment as I am versatile. I am very punctual, reliable and quick to grasp new tasks as I have proven time and time again. I can work on my own or in a team when required, using my own initiatives to solve problems. I relish new challenges as this allows me to push beyond boundaries. My cheerful persona brings brightness to any company.

Experience

Tv Gallery Producer

Gems Tv, Redditch

May 2012 –Present

- *Chasing live sales in order to maximize profits, air time and working to given show targets
- *Understanding and complying with Ofcom and in- house regulations
- *Supporting Presenters with sales information, product information and general show direction
- *Working with the production crew to translate my ideas to reality

Marketing Executive

Empty, Birmingham

September 2011 – January 2012

- *Wrote and sent out press releases and marketing packs
- . Create media attention
- *Use of social media, working to tight deadlines and overseeing the marketing from beginning to end

3rd Assistant Director for Feature Film 'Passengers'

Ratio Film, Birmingham

September 2011 – October 2011

- *Liaising with the 1st and 2nd AD for the duration of the film shoot
- *Coordinating the arrivals and departures of extras on set
- *Assisting with general onset duties

Project Manager for project 'Crossing Bridges'

Nu Century Arts, Birmingham

July 2010 – July 2011

- *First point of call for all participants and chairing meetings
- *Arranging group discussions and workshops needed for the project
- *Keeping group members informed of timetables and the project schedule.

Marketing Business Manager

Feet First Chiropody, Birmingham

February 2010 – May 2012

- *Managing employees for the benefit of the business
- *Producing marketing strategies to attract more business
- *Interviewing candidates for roles and general administrative duties

Telephone Advisor

Royal Bank Of Scotland, Birmingham

October 2006 – May 2012

- *Meeting and exceeding daily targets
- *Adhering to FSA regulations and selling banking products compliantly
- *Dealing with customer queries and providing helpful banking to customers.

Art Department Assistant

Vertigo Film, Screen WM, Birmingham

Oct 2007 – Dec 2007

- *Working with the art department effectively
- *Shopping for props on a budget
- *Sending out invoices and general runner activities

Casting Director

Uncanny productions, Coventry

October 2005 – May 2006

- *Working on a short film on location in Prague
- *Placing casting calls for actors/tress and contacting agents accordingly
- *Setting up auditions and interviews

Education

BA in Media Production (Coventry University)

A Levels in Media St, Film St, Sociology and General St (Sutton Coldfield College)

8 A-C GCSE's (Lordswood Girls School),

