



Samantha Harrison

Accommodation Address: 172 Fawe Park Road, East Putney, London, SW15 2EA

Home Address: 3 Furge Grove, Henstridge, Somerset, BA8 0QF



Phone: 07772 770 063 E-Mail: sammyljane@hotmail.com Date of Birth: 25/05/1992

Personal Statement

I am an organised, motivated, hard working, adaptable and responsible graduate seeking a **Production Assistant position** within Film or Television. I have a practical approach to problem solving, a drive to see things through to completion and have a genuine interest in the field.

Film Employment

Kate and Lou Casting- Casting Assistant

March 2015

Assisted with street casting, responsibilities included research, liaising with candidates and holding auditions.

Big Talk Productions- Work Experience

February 16th-27th 2015

A two week placement assisting and shadowing the production team whilst working with the runners

Oddments Theatre- Administrator and Video Producer

January 2015- Present

A part time voluntary position producing short promotional videos for this charity, as well as assisting with marketing, bookings and General Administration duties.

Luria Media Limited- Personal Assistant

September – October 2014

A one month placement working as an assistant to the producer. Responsibilities included managing accounts, corresponding with industry professionals, translated documents and implemented a new filing system.

Neutral (Goat Tree Films) Short Film – Producer

January 2014- June 2014

I managed the logistics and location, casting, budgeting and liaising with clients

Music Video- Toploader: "This is the Night" - Driver

October 2013

I contributed to driving equipment in-between filming locations and the base.

Independent Feature Film "Umbrella"- 1st Assistant Director

July 2013

I worked on this set as a first AD, ensuring the production ran according to schedule.

Sheffield Doc Fest- Volunteer

June 2013 and June 2014

I volunteered to help for the festivals duration. My responsibilities included managing the schedule in the 'meet market' (pitching room) for my allocated delegates.

Independent Film "The Trial" - Production Assistant

October 2012

"The Trial" - Anglo Saxon Pictures - I worked as a Production Assistant, where I assisted the Producer, Production Manager and Director on set.

Derbyshire 2012 Olympic Torch video- Assistant Director

June 2012

My responsibilities consisted of organising and managing the contributor release form

Non Film Employment

Red Olive Catering Service: Waitress

Derby, Derbyshire

March 2013- June 2014**The Swan Inn: Barmaid**

Sturminster Newton, Dorset

May 2012- August 2012**New Look: Sales Advisor**

Yeovil, Somerset

October 2009- September 2011**Education and Qualification**

University of Derby	2:1 BA Hons in Film and Video Production	September 2011- June 2014
Yeovil College	BTEC National Diploma in Film and Television	September 2008- June 2011
	A Level Business Studies and AS Photography	
Preston School	11 GCSE Passes Including Maths and English	September 2003- June 2008

Skills

UK Full drivers licence

General Admin

Basic computer skills including Microsoft Office and Excel

Managing financial accounts

Budgeting

Casting

Location scouting

Telephone and email etiquette and customer service skills

Training on use of the RED ONE and RED EPIC

Editing on Final Cut Pro X

Extra Curriculum

Treasurer- Degree Show

January 2014- June 2014

Managed the finances and books for our degree show

Student Ambassador

January 2012- June 2014

Responsible for representing the university at events

Theatre Society

September 2012- June 2013

I participated within their productions and charity events

Activities and Entertainments Officer

September 2010- June 2011

Yeovil College Student Union

Producer of College Television channel YCMTV

January 2009- June 2010

Produced and managed the schedule, channel and content of the show

References Available on Request