

QUEEN BANERBIE



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.com



07535078956

EXPERIENCE

Producer | Man Like Pleaser Returns | 2far Media Ltd, Stories Like Us and Quarantine Production | 2020

Producer | Amia Brave - Sweet Love | 2far Media Ltd | Music Video | 2020

Film/TV: Assistant Director, Production Assistant & Runner | FREELANCE | Aug 2019 - Present

- Admin duties
- Organize and adhere to schedules & call sheet
- Time management
- Conduct research
- Assist ADs, Director and other production team,
- Set dressing

Head Project Co-Ordinator & Production Manager | Leville TV | Present (Premalance)

- Casting
- Organize projects
- Create and manage schedule and coordinate accordingly
- Follow up with post-productions
- Liaise with other team members
- Report to Producer

PERSONAL STATEMENT

I am currently a member of Maktub Theatre Company, and Freelancer, with a previous Masters degree, in international film production.

I have gained broad knowledge of the film/TV industry over the last two years, from studying a masters in Film Production (in association with Pinewood Studios) to hands-on experience from jobs ranging from Production Managing to Running. My involvement in the film/tv industry has allowed me to grow a deeper understanding and love for the craft.

Outside of the industry I have an extensive amount of experience in working in customer focused environments. Highly focused with a comprehensive knowledge of how to maintain a professional, helpful and courteous relationship with customers. Having an enthusiastic and positive attitude and working hard to ensure that customers receive an excellent level of service whilst at the same time ensuring the highest level of enthusiasm and passion for the company.

I am presently aiming to obtain and develop my skills and understanding in all areas of production especially in the development and pre production stages. With the intention of doing so in a flexible, diverse and innovative working environment, with a reputable production company.

Production Assistant | Peloton UK | Oct 2018 – July 19
Customer Service Manager | Ladbrokes | Aug 2016 – Oct 18
Customer Advisor | New Look | Aug 2015 – July 2016
Bartender | University Student Union | Feb 2015 – July 16
Crew Member | McDonald's | May 2013 – 14
Picker | Amazon | Dec 2012
Trainee Hairdresser | Wanda's Hair Expression

SKILLS

An excellent level of written and verbal communication skills. Able to quickly gain extensive knowledge of a company's products & services. Possessing a confident and articulate telephone manner. Experience of working night shifts, very flexible and easily adaptable, able to work as part of a team but understand the importance of independence and using initiative. Committed to promoting high quality standards at all times. Ability to stay calm under pressure. Able to react quickly and effectively when dealing with challenging situations.

ADDITIONAL SKILLS

Full UK Driving License (currently driving) First AID trained
Movie Magic Scheduling
Software Final Draft
Scriptwriting Software
(Basic) Adobe Premier Pro & Final Cut Pro X
Microsoft Office: Word, Outlook & PowerPoint
Ambidextrous

EDUCATION

Intermediate Level Training | 2019-2020 | Identity School of Acting
An Introduction to Screen Writing | University of East Anglia | May 2020 | Short Course - Online
Distinction | Masters in International Film Production | 2017-18 | De Montfort University
2:1 | BA (Hons) in Performing Arts | 2013-16 | De Montfort University
First AID | Emergency First Aid at Work | 2018-21
Safe Guarding | Get Licensed | 2018
Hatch End High School (2005-2009)
9 GCSE's including Maths English Lit & Lang, Health & Social Care and Leisure & Tourism & Performing Arts

FLEXIBLE AVAILABILITY

Reference available on request