

## PROFILE

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Completing my Unit Production Manager Attachment on *Granite* has sparked a passion for the vital role the production team plays in managing the logistical complexities of productions. Throughout the attachment, I had the opportunity to shadow various positions within the Production team and gain a well-rounded understanding of the UPM's responsibilities. I have developed a strong grasp of crew contracts, deal memos, supplier and equipment agreements, cost projections, call sheets, daily progress reports, travel logistics, crew per diems, and the day-to-day booking of additional crew and equipment. This experience has inspired me to pursue a career path within the production team, with the goal of deepening my knowledge of the film industry and striving to become a Production Manager myself.

## PRODUCTION EXPERIENCE

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<b>Aug 2025</b>	<b>Knee High Spies (Series Drama) – Additional Runner</b> Production Company: Werner Film Productions Producers: Tim Bain, Nicole Minchin, Rachel Davis
<b>Jan 2025 – Aug 2025</b>	<b>Granite (Series Drama) – Unit Production Manager Attachment</b> Production Company: 60Forty Films/Werner Film Productions Studio: Apple TV+ Line Producer: Amanda Crittenden Unit Production Manager: Helen Boicovitis
<b>Sep 2024 – Dec 2024</b>	<b>Pressroom Media - Moving Stories (Online) - Digital Content Producer/Editor</b> Company: <a href="#">Pressroom Philanthropy</a> Chief Marketing Officer: Peter Cassidy Director of Moving Stories: Alex Walton
<b>Feb 2022 – Jan 2024</b>	<b>Bokeh (Student Short) – Producer</b> Affiliation: Swinburne University of Technology Director: Chirstian Misuraca
<b>Feb 2022 – Jan 2024</b>	<b>Restart (Student Short) – Co-Producer</b> Affiliation: Swinburne University of Technology Director: Angus Molden Co-Producer: Genevieve Yanko
<b>Jul 2022 – Feb 2023</b>	<b>Vet On The Hill (Online) – Digital Content Creator</b> Production Company: WTFN Entertainment Production Supervisor: Hannah Hopes
<b>Feb 2022 – Jul 2022</b>	<b>Space Invaders (S2) – Digital Content Creator Intern</b> Production Company: WTFN Entertainment Production Supervisor: Derek Dyson
<b>Aug 2022 – Dec 2022</b>	<b>THINK ABOUT IT (Music Video) – Co-Producer</b> Artist: Tommii (ft. Chelsea Knight) Director: Ella Boon Co-Producer: Angela Lopez
<b>Feb 2021 – Jun 2021</b>	<b>Defective (16mm Student Short) – Producer</b> Affiliation: Swinburne University of Technology Director: Jake Cawfield

## CERTIFICATIONS & SKILLS

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- Valid Working With Children Check
- Valid Driver's License
- Crew Contracting and Deal Memos
- Supplier & Equipment Agreements
- Call Sheets, Daily Prep Schedules & Daily Progress Reports
- Crew Per Diems
- Working knowledge in Entertainment Partners software: Movie Magic Budgeting, Scenechronise
- Proficient in TPH Global systems: Digital Forms, EzyPO & Digital Paper Flow
- Proficient in Microsoft Office (Excel, PowerPoint, Word, Outlook, Teams)
- Proficient in Google (Docs, Gmail, Calendar, Sheets)
- Proficient in the Adobe Suite (Premiere Pro, After Effects, Photoshop, Acrobat, Experience Manager)

## EDUCATION

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- Tertiary**                   **Bachelor of Film and Television (Honours)**  
**Feb 2020 – Nov 2023**   Swinburne University of Technology
  - Areas of study include directing, producing, cinematography, scriptwriting, editing, sound design, and academic journalling.
  - Advanced Minor in Visual Effects and 3D modelling.

## REFEREES

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