



ASHLEA RITCHIE

🎬 Melbourne-based production freelancer and creative producer bringing award-winning storytelling to life across television, film, and digital media. Skilled in managing large-scale crew logistics, delivering high-impact projects on tight budgets, and balancing creative vision with practical execution.

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📍 Footscray VIC 3011

SKILLS

- Creative Production & Project Management
- Collaborative Leadership
- Stakeholder & Communication Management
- Budget Management & Scheduling
- Problem-Solving under Tight Timelines
- Crew & Travel Coordination
- Cross-Department Coordination
- Supplier & Contract Administration
- Storytelling & Narrative Development
- Microsoft & Google Suite, Adobe Acrobat (Mac/PC), mydaEs & Digital Paperflow

EDUCATION

MASTER OF ARTS: SCREEN BUSINESS

Australian Film Television & Radio School
2021 - 2023

ADVANCED DIPLOMA SCREEN & MEDIA

Footscray City Films
2008 - 2011

CERTIFICATIONS

- MHFAider® Accreditation
- Valid Working With Children's Check
- Full Manual Car and motorcycle Driving Licenses.
- Construction Induction Card (White Card)

EXPERIENCE

- **SUPERVISING TRAVEL COORDINATOR**
The Dispatcher (Series Drama)
November 2024 - August 2025
- **ADDITIONAL ASSISTANT PRODUCTION COORDINATOR**
Bay of Fires S2 (Series Drama)
September 2024
- **PRODUCER**
Night Bloomers (SBS Digital Originals Web Series)
April 2021 - October 2023
- **ASSISTANT PRODUCTION ACCOUNTANT**
Bloom S2 (Series Drama)
2020
- **ASSISTANT PRODUCTION ACCOUNTANT**
My Life Is Murder S1 (Series Drama)
2019
- **ART DEPARTMENT COORDINATOR**
Family Food Fight S2 (Reality Series)
2018
- **PRODUCTION COORDINATOR**
How Do You Know Chris (Feature Film)
2018
- **PRODUCTION COORDINATOR & ASSOCIATE PRODUCER**
Robert The Bruce (Feature Film)
2017

OTHER EXPERIENCE

- **TRAVEL & SALES CONSULTANT**
Luxury Exscapes
April 2024 - November 2024
- **FILM & TV PROJECT MANAGER**
Complete Traffic Services
November 2021 - April 2024
- **STUDIO MANAGER**
Princess Bento
2021