







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