

Rotana Alsharif

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Film Production Professional with demonstrated ability to coordinate and manage all stages of production. Knowledgeable in industry standards and regulations, with strong creative problem-solving skills. Excellent communication, interpersonal, and collaboration skills. Committed to producing high-quality content that meets business objectives.



Skills

- | | | |
|-----------------|--------------------------------|-------------------|
| ▪ Adobe Premier | ▪ Time management | ▪ Risk Assessment |
| ▪ Movie Magic | ▪ Leadership | ▪ Script report |
| ▪ Audacity | ▪ Collaborative Working | ▪ Script analysis |
| ▪ Office Suite | ▪ Bilingual (Arabic & English) | ▪ Problem solving |
| ▪ Canva | ▪ Attention to detail | |



Career Summary

2023 - Producer in a short film "Wishful Thinking"

Responsibilities:

- ❖ Pre-production (hired the writer and worked with multiple drafts on the script)
- ❖ Pre-production (hired the director and helped with the casting process and rehearsal)
- ❖ Pre-production (successfully organised and raised funds within our crowdfunding campaign)
- ❖ Pre-production (social media management)
- ❖ Production (managing all the crew and cast while fixing all the problems during shoot days)
- ❖ Post-production (Making sure everyone is on the same vision for the final result)

2022 - First Assistant Director in pilot web series "Opps Baby" - Royal Holloway university

Responsibilities:

- ❖ Pre-production (schedule, call sheet)
- ❖ Production (making sure the cast and the crew are on time, working with the director to make sure everyone is rolling, starting the shoot from A-C (Action & Cut))

2021 - Red Sea international film festival organizer - Majid Al Futtaim Vox cinema

Responsibilities:

- ❖ Providing excellent customer service (tickets concession, cinema inspections)
- ❖ Worked in red sea film festival as an organiser and in the theatre operation.

2021 - Trainee broadcasting director - Jeddah Radio station

Responsibilities:

- ❖ Curated and directed a mock program, which was assessed and complimented by a reputable director of Jeddah radio station (Sultan Alroqui).

2021 - Voice Over Artist for the short film (Saydat Kol Al Modon) - King Abdulaziz University

Responsibilities:

- ❖ Creating a high-quality voice over recording which graded distinction level.

2021 - Program Director for "Between the hall and the radio" - Jeddah radio station

Responsibilities:

- ❖ Directed a radio program, whilst editing audio (Inc. Music).

2021 - Script writer for an episode of The Banat Program - Al Majid Channel

Notable Achievement:

- ❖ My production was selected to air live on a the renowned Al Majid TV channel.

Responsibilities:

Written the script and the dialogue of Banat tv program

2020 - Create Elephant in the room podcast - Apple Podcasts, YouTube & Soundcloud

Responsibilities:

- ❖ written and co-hosted the podcast which garnered over 5000 views.

2019 - Member of the Programs and Activities Unit of the Photography and Production Club

Responsibilities:

- ❖ organised many events for university students with the photography and production club



Education

2022 – 2023

MA producing Film and television - Royal Holloway University

2017 – 2021

Bachelor of Arts in mass communication (Radio &TV) Excellent-First Honor - king Abdulaziz University

References are available upon request