

ANGELA GIBLIN

PRODUCTION COORDINATOR

First Aid At Work – Sept 2021
Disclosure Scotland - 2022
DBS - 2022
Full Manual Driving License (0 pts)
Own transport
Full UK Passport with no restrictions

CONTACT

07789 557856
Angela@ThreeJackdaws.co.uk

PROFILE

After twenty years working as an **Executive Assistant** and **group travel/events manager**, I have transferred my skills of time management, logistics and multi-tasking to the film and television industries.

My time as a former lone parent gives me extensive, hands-on experience of managing ever changing and challenging situations, personalities and budgets!

EDUCATION

University Of Exeter
BA. Hons. Media & Sociology.
Academic and practical course
Monks Walk School
A Levels in Science, Media, English
Literature and General Studies

HOBBIES

Cinema Photography
Papercraft Ice skating
Spanish



WORK EXPERIENCE

DRAMA/DOCUMENTARY

Frida - Arts Documentary [Rogan Productions – TV] Production Coordinator
Body On The Beach - True Crime Documentary [Rogan Productions – TV]
Dispatches: Boris, Is This The End of the Road? [Rogan Productions – TV]
Producer James Rogan; Production Manager Julie Watson
True Crime Documentary [Raw Factual - TV] Production Coordinator
Producer Gwen Hughes PM: Sasha Davies

UNSCRIPTED

Designing the Hebrides [DSP – TV] Production Coordinator
Exec. Producer John Featherstone; Production Manager Helen Wood
Saved and Remade [Red Sky Productions – TV] Production Coordinator
Producer Andrew Musson; Production Manager: Louise Shrimpton
Dig Detectives [Hello Halo Kids - TV] Production Coordinator
Producer Graham Mitchell PM Caroline McKirdy
The Weakest Link Celebrity Specials [BBC] Runner
Producer Gillian McNeil; Production Manager Stephanie Barrett
A Country Life for Half the Price with Kate Humble [Channel 5] Runner
Series Producer Iain Robson; Production Manager Liz Burton-King

EVENTS

COP26 Governor of California [The Nest - Event] Production Coordinator
Producer Derek Drennan; Production Manager Sanja Griffiths

SKILLS & EXPERIENCE

- | | |
|----------------------|-----------------------|
| ✓ PMI | ✓ Time Management |
| ✓ Silvermouse/PTK | ✓ Multi-tasking |
| ✓ Visas and Carnets | ✓ Shooting schedules |
| ✓ Child licensing | ✓ Logistics |
| ✓ ALBERT | ✓ Team management |
| ✓ Call sheets | ✓ Petty cash |
| ✓ Risk Assessments | ✓ Budget control |
| ✓ Archive clearances | ✓ Travel arrangements |
| ✓ MS Excel | ✓ Photoshop |
| ✓ MS Office | ✓ Problem solving |

CONTINUING PROFESSIONAL DEVELOPMENT/CERTIFICATES

Risk Awareness Safety Training	First Option
Post Production Training for Production Coordinators	Post Super
ALBERT Training	BAFTA
Essential Skills for Film & Drama Production Coordinators	Screen Skills
GDPR Essential Skills	IT Builder
Producer's Certificate	Raindance
Coronavirus Basic Awareness on Production Training	Screen Skills
Addressing Unconscious Bias	Screen Skills
Tackling Harassment and Bullying	Screen Skills