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| **JESSICA DOWMAN**  |

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I am hoping to embark on a career in the creative industries. I have a particular passion for film & television & would love to be awarded a place on your work experience programme. I am enthusiastic & keen to learn new skills. I enjoy being hands on and this opportunity would enable me to put into practice the skills I have already as well as gain new ones for the future. I am looking forward to working with new people and the added confidence the experience will give me. I am adaptable, reliable, self-motivated & open to new opportunities.

**KEY SKILLS & ABILITIES**

* Communication- Excellent communication skills able to converse at all levels, effective telephone manner, experience in phone bashing, professional writing skills. Confident in communicating in person by telephone and by email, along with confident public speaking.
* Good command of language, able to communicate productively in person, in writing and over the telephone.
* Teamwork
* Self-Shooting - Confident self-shooter Canon 550D and Sony HXR-NX100, experienced in handling kit, changing lenses, backing up footage, multi -camera shooting.
* Problem solving - able to remain calm under pressure, capable at finding solutions, alternatives and good at taking instruction but can also work well under my own initiative.
* Organisational - Excellent organisational skills, experience of setting up shoots, booking kits, compiling call sheets, securing locations, organising crew, and completing risk assessments.
* Casting Experience - phone bashing, social media searches and research
* Thorough knowledge of office systems, Excel, Word, and PowerPoint.

**EDUCATIONAL QUALIFICATIONS**

## **BTEC Level 3 National Diploma in Creative Media Production**

(Farnborough College of Technology)

* Combining my own research with online resources I scripted, shot & edited a fashion documentary. <https://youtu.be/DBlMZl0ebBI>
* I expanded my videography & editing skills to make a promotional video for my college’s music department - <https://youtu.be/PwtVop1GEyw>
* Music Video for Two Ghosts (by Harry Styles) <https://youtu.be/V3GJrSud5Sg> I shot all the scenes, directed other actors & edited them using Adobe Premiere.

**BTEC Level 3 Extended Diploma in Creative Media Practice** (Farnborough College of Technology)

* Skills covered included camera operation, video and sound editing, lighting, chroma key work, project research and development, storyboarding, interviewing, factual and corporate programme making, scriptwriting, short film production, production management and professional practice.
* In June, this year I worked on a multi camera production. I self- shot, including filming close ups which captured my creativity. I wanted to show the actors’ emotions clearly. Planning ahead, we set up early to allow us to detect & address any equipment faults before the rehearsals and show began. I had to learn the script in order to anticipate what emotions the actors would portray on stage so that I could set up the correct shots. I worked with a partner on opposite sides of the stage to ensure we could always capture the action from the best angle.
* Along with using editing software Adobe Premiere, Adobe After effects and Adobe Audition. In my editing I have done: ingesting rushes, logging footage, sync pulling, editing to music.

**EDCL Online Training Courses in**

* Microsoft Word
* Microsoft PowerPoint
* Microsoft Excel

**PREVIOUS WORK EXPERIENCE**

**Surrey Borough Council (7th to 14th February 2020)**

* Filmed and edited 3 adverts for small businesses around Aldershot - A dance company, a children's play Centre for clients with diverse needs and a coffee company. My adverts met the clients’ briefs, and they were impressed with the results.
* Managed the relationships with clients.
* I enjoyed the time management aspects, multitasking and meeting tight deadlines.
* Took any criticism well and was resilient when facing challenges.

**Farnborough college of technology (May - June 2021)**

* Filmed multi-camera and assisted multi-camera for a college musical and play production , I kept a keen eye on which shots looked best on screen and switched between multi-camera shots.
* Operated shots varying from close ups to long shots picking up enthusiastic and the best moments on stage.
* Set up equipment ahead of time, so I could detect any problems before the production started which allowed me to think of alternative solutions.
* Enjoyed multitasking the monitor and operating the camera.
* Effectively worked in a team to keep the production running and managed who was filming which side of the stage and who we were capturing at certain scenes to capture important moments.

 Jess Dowman 28.06.21