

# FRANCESCA HALL

Curriculum Vitae

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Bookings: Freelance Promotions 03 9682 2722

Prod. Coord  
PA / Locs Scout

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I have previously been employed for 2 years full-time at Jump Productions where I worked in a variety of roles within a small production team. Since September 2018 I have been freelancing in production as a coordinator.

## TVCs

2018 (selected works)

<b>Production Coordinator</b> – Virgin Australia	EXIT FILMS	Prod: Alex George PM: Julz Smith
<b>Production Coordinator</b> – Crown ‘live a little larger’	FLINT SYDNEY	Prod: Kate Merrin Dir: A. Smetana
<b>Location Scout</b> – Latina	REVOLVER	Prod: Alice Grant PM: J. Pitcher
<b>Production Coordinator</b> – 2Day FM	FABRIC FILMS	Prod: Justine Pitcher Dir: C.Fergusson
<b>Production Manager</b> – Healthy Care ‘Bull’	JUMP	Prod: J. McCartney Dir: P. Goldman

2017 (selected works)

<b>Production Manager</b> – ‘Delta’ by Delta Goodrum	JUMP	Prod: J. McCartney Dir: P. Goldman
<b>Child Supervisor</b> – Aami ‘Like a Leopard’	RABBIT	PM: Ema Thornell Dir: Owen Trevor
<b>Production Manager</b> – Healthy Care ‘Musical’	JUMP	Prod: J. McCartney Dir: J. Johnson

2015/6 (selected works)

<b>Production Assistant</b> - Pure Blonde	OH YEAH WOW	Prod: L. Hayes Dir: D. Prendergast
<b>Production Assistant</b> - Kmart	OH YEAH WOW	Prod: L. Hayes Dir: A. Goldsmith

## On-line Content

2018

<b>Producer</b> – Citibank – Citi World Privileges	WILDEBEEST	Dir: Jarred Osborn
<b>Producer</b> - Levis AUS Equality Campaign	JUMP	Dir: Jeff Johnson
<b>Production Manager</b> - RACV ‘Cape Schank’	JUMP	Prod: J. McCartney Dir: J. Daperis

2016

<b>Producer</b> - MSO 2016 Ticket Sales	JUMP	Dir: Max Miller & Jeff Johnson
<b>Production Assistant</b> - Target- Yay Campaign	JUMP	Prod: J. McCartney Dir: Max Miller

## Music Video/Doco/Short Film

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2017

**Producer** - Kim Churchill "Second Hand Car" JUMP Dir: Jeff Johnson DOP: Max Walter

**Producer** - EAST "Life Goes On" JUMP Dir: Jeff Johnson

2016

**Producer** - Throttle "Hit the road Jack" JUMP Dir: Jeff Johnson

**Producer** - Throttle "Moneymaker" JUMP Dir: Jeff Johnson & Max Miller

**Host Driver** - Manchester City "Global City" OTTO EMPIRE Prod: Sophie Woods Dir: W. Holloway

2015

**Production Manager** - "You Deserve Everything" INDEPENDANT Prod/ Dir: Goran Stolevski

**Production Manager** - "Under the Table" VCA GRAD FILM Prod: Anna-Tara Clark Dir: M. Walter

## Studio Manager

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### **Production Manager: Jump Productions, VIC**

**Jul 2016 – Jun 2018**

Managing Production of TV Commercials and online jobs. I was responsible for booking crew, studios, locations (including permits & parking), equipment, catering and travel. I created all call sheets and production booklets. When required I would also scout locations, source props, be responsible for child welfare and client estimates.

### **Studio Manager: Daylight Studios, VIC**

**Nov 2013 – Jul 2016**

The face of the Photographic Studio, that maintains and runs the hire space. I conversed with clients in pre-production to guarantee their shoot days run smoothly and on time with all set builds, equipment, outsourcing and catering complete. I was responsible for all admin and invoicing using MYOB software and looked after the business's social media accounts.

### **Office Manager: Soup Factory, UK**

**May – Dec 2012**

PA to founder and director of film production company, I managed his schedule and controlled the companies finances and accounting ensuring all employees were paid on time. I assisted the producers in pre-production and on-set when required.

### **Studio Manager/Photographer: The Original Packshot Company, UK**

**Jan 2010 – May 2012**

Managed a team of 14+ individuals (photographers, stylists and re-touchers) regularly exceeding targets set by the client. I was responsible for providing basic photography training and video editing skills to staff in the UK and around Europe. I set weekly targets and organised the product daily, communicating within all levels of the product process to guarantee images were provided on time.

## KEY / TECHNICAL SKILLS

Adobe InDesign

Microsoft Office

Google Docs

WWCC (expires Oct 2020)

Full Manual Driving License

## EDUCATION

2009

Bachelor of Arts: Photography

University College Falmouth, UK

## REFERENCES

Justine Pitcher

Freelance PM

justine@justinepitcher.com

Kate Merrin

Line Producer

kate@fixedproductions.com.au

Jules Smith

Freelance PM

julietcsmith@gmail.com