

Jordy Pert

PRODUCTION MANAGER
& COORDINATOR



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Freelance Production Manager & Coordinator with 8 years experience spanning commercials, documentaries, agency production & drama.

// Skills

Production

Production Mgmt/Coordination
Client & Project Management
Crew & Equipment Booking
Pitch Document Lay-ups
Location Permitting
2nd & 3rd Assist. Directing

Budgeting & Scheduling
Cast Coordination & Contracts
International Travel, Visas, Carnets
Call Sheets, Key Shoot Docs
Child Employment Permitting

Technical

Adobe CC: InDesign, Premiere
Pro, Photoshop, Media Encoder
Showbiz Budgeting
ShotPut Pro
MS Office, Excel, Google Suite

Licenses

Drivers License (Full)
PADI Dive Master
CPR / First Aid
Working w Children Check

// Selected Projects

TVC

Project	Prod. Co.	Role	Director	Producer	LP / PM
Aus Post 'Delivering Always'	Hogarth	Prod Manager	Jordan Watton	Tom Davies	
AIA 'All or Something'	The Sweetshop	Prod Manager	Max Barden	Tom Davies	
Bonds 'BabySearch'	+Ape	Prod Manager	Carl Sorheim	Jason Byrne	
Mood Tea Brand Launch TVC	The POOL Collective	Prod Manager	Simon Harsent	Cameron Gray	
World Earth Day	Division	Prod Manager (<i>pre</i>)	Cloudy Rhodes	Giordi Caputo	
Optus 'The Violinist'	Revolver	Prod Coordinator	Justin Kurzel	Serena Paull	Celia Tulevski
Rollin' 'Larry'	Revolver	Prod Coordinator	Andreas Nilsson	Alex Kember	Celia Tulevski
Uber Eats 'Aus Open'	Scoundrel	Prod Coordinator	James Dive	Julianne Shelton	Amanda Yu
NRMA 'Help is Who We Are'	Good Oil	Prod Coordinator	Henry Hobson	Karen Sproul	Chana McLallen
Qantas 'Hotels'	Rabbit	Prod Coordinator	Daniel Mitchell	Marcus Butler	Nikki Hardy
Tourism Australia (Uluru/SA)	Rabbit	Prod Coordinator	Lachlan Dickie	Katrina Maw	Lottie Aspinall
Domino's 'Beard'	Rabbit	Prod Coordinator	Owen Trevor	Morgan Hind	
Mazda 'New Dawn. New Rules.'	The Producers	Prod Coordinator	Tao Wright	Victoria Conners	Lucy Sparke
Panadol TVC	The Sweetshop	Prod Coordinator	Liz Murphy	Poppy Jones	Daisy Bray
Ford 'Ranger'	The Sweetshop	Prod Coordinator	Noah Marshall	Tom Davies	Leilani Tomaszewski
Drumstick 'Summer'	The Sweetshop	Prod Coordinator	Kate Halpin	Tom Davies	Leilani Tomaszewski
Subaru 'Outback'	Finch	Prod. Coord 2nd Unit	Jake Ward	Sarah Nichols	Alex Bray
Nintendo 'Early Bird'	Good Oil	Prod Coordinator	Fiona McGee	Claire Richards	Linda Sapier
Moose Toys 'Minecraft TX'	Truce Films	Prod Coordinator	Nicholas Clifford	Elise Tenorden	Carla McConnell
BUPA 'Because Life Happens'	AJF	Prod Coordinator	Craig Maclean	Ian Kenny	Tom Davies
NRMA 'Onboarding' (Stills)	The POOL Collective	Prod Coordinator	Sean Izzard	Topher Dow	
VicGov 'Together'	Guilty	Prod Coordinator	Tony Rogers	Jason Byrne	Tori Schaw
Qantas 'Safety' Films	+Ape	Prod / Travel Coord	Josh Whiteman	Jason Byrne	Tori Schaw
Ice Break 'Bring it On' (NZ)	Guilty	Prod Coordinator	Carl Sorheim	Jason Byrne	Tori Schaw

Drama, Documentary

Project	Prod. Co.	Role	Director	Producer
Secrets of The Octopus (NatGeo)	SeaLight Pictures	Snr Prod Coordinator	Adam Geiger	Colette Beaudry, Line Prod: Sarah Beard
Relic (STAN, Feature)	Carver Films	2nd AD, Additional	Natalie Erika James	PM: Katia Nizic
The Mirror (AACTA Best Short)	Screen Invadors	Prod Manager	Joel Kohn	Producer: Tom Davies
Collingwood Yards (Short doc)	+Ape	Producer	Michael Lutman	EP: Jason Byrne

Content, Agency

Project	Prod. Co.	Role	Director	Producer
MIFF '2020 Trailer' & Q&A's	+Ape	Producer	Michael Lutman	EP: Jason Byrne
TAC 'Left Unfinished'	Guilty	Prod Manager	Michael Lutman	Producer: Tori Schaw
Gotcha 4 Life 'Boys Do Cry'	Good Oil	Prod Manager	Tom Cambell	Producer: Catherine Warner
Jessica Mauboy 'Selfish' (MV)	Loser Kid	Production Manager	Benn Jae	Producer: Tori Schaw
Pause Fest 2020	+Ape	Content Producer	Michael Lutman	EP: Jason Byrne
Platypus Brand TVC & Stills	Taboo	FL Agency Producer	Andrew Diprose	Prod. Co. The Taboo Group
Telstra (Multiple Content Campaigns)	Taboo	FL Agency Producer	Nick Jamieson (ECD)	Prod. Magnetizer, +Ape, Late Nite Films

// Education

BA COMMUNICATION

RMIT MELBOURNE, 2013 - 2015

Bachelor of Professional Communication, major streams in Media Production & Political Communication, graduating with Distinction.

VIDEO JOURNALISM

DANISH SCHOOL OF TV & MEDIA (DMJX), COPENHAGEN, 2015

Semester through RMIT (exchange). Interned with Copenhagen International Documentary Festival (CPH:DOX).

SCRIPT ASSESSMENT CERTIFICATE

AUSTRALIAN FILM TELEVISION & RADIO SCHOOL (AFTRS), SYDNEY, 2020

Three month course focusing on narrative feature & TV drama script by Christopher Sharp, Head of Scripted at Screen Australia.

PADI DIVEMASTER/CPR/1ST AID

BLACK TURTLE DIVE, 2023

SCREEN BUSINESS ESSENTIALS

AFTRS, 2018

AWARD SCHOOL

ADVERTISING COUNCIL AUSTRALIA, 2019

GRADUATE PROGRAM

COMMUNICATIONS COUNCIL AUSTRALIA, 2016

// Employment summary

2022 - 2023

SENIOR PRODUCTION COORDINATOR

SEALIGHT PICTURES FOR NAT GEO, SYDNEY

- 3 x 1 hr blue-chip natural history series, scheduled release 2024.
- Planning production logistics and supporting field crew across shoot blocks, spanning Asia, North & South America, the Caribbean and remote Australia.
- Specialised experience in underwater / dive production requirements: safety protocols, equipment systems & travel.
- Field experience on Indonesia shoot block: Production / DIT role, wrangling & logging footage across multiple camera systems & gear support.

2018 - 2022, JUNE 2023 - CURRENT

FREELANCE PRODUCTION

VARIOUS, MELBOURNE & SYDNEY

Production roles across projects, selected listed above.

2018

CONTENT PRODUCER

GEN C (SUNDAY GRAVY), MELBOURNE

Content Production for clients including Nike, Tesla, ANZ, 2XU, TAC, ahm.

2017 - 2018

ACCOUNT MANAGER & AGENCY PRODUCER

THE TABOO GROUP, MELBOURNE

Responsibilities: client & project management for TVC, Online Content, Digital & Event campaign, project scoping, budget & timeline management, supplier & talent engagement and contracting, post-prod management.

2015 - 2016

ACCOUNT EXECUTIVE

DDB MELBOURNE

Reporting to the Account Director for clients Porsche, Westpac, MARS and VicRoads. Completed Graduate Program. DDB Internship Program leader.

// References

Tom Davies, Freelance Producer

Haidee Brown, SeaLight Production Manager

Specific requests - please contact me details.