

**PROFILE**

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Completing my Unit Production Manager Attachment on *Granite* has sparked a passion for the vital role the production team plays in managing the logistical complexities of productions. Throughout the attachment, I had the opportunity to shadow various positions within the Production team and gain a well-rounded understanding of the UPM's responsibilities. I have developed a strong grasp of crew contracts, deal memos, supplier and equipment agreements, cost projections, call sheets, daily progress reports, travel logistics, crew per diems, and the day-to-day booking of additional crew and equipment. This experience has inspired me to pursue a career path within the production team, with the goal of deepening my knowledge of the film industry and striving to become a Production Manager myself.

**PRODUCTION EXPERIENCE**

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- Jan 2025 – Aug 2025    Granite (Series) – Unit Production Manager Attachment**  
 Production Company: Werner Film Productions/60Forty Films  
 Line Producer: Amanda Crittenden  
 UPM: Helen Boicovitis
- Sep 2024 – Dec 2024    Pressroom Media - Moving Stories (Online) - Digital Content Producer/Editor**  
 Company: [Pressroom Philanthropy](#)  
 Chief Marketing Officer: Peter Cassidy  
 Director of Moving Stories: Alex Walton
- Feb 2022 – Jan 2024    Bokeh (Student Short) – Producer**  
 Affiliation: Swinburne University of Technology  
 Director: Chirstian Misuraca
- Feb 2022 – Jan 2024    Restart (Student Short) – Co-Producer**  
 Affiliation: Swinburne University of Technology  
 Director: Angus Molden  
 Co-Producer: Genevieve Yanko
- Jul 2022 – Feb 2023    Vet On The Hill (Online) – Digital Content Creator**  
 Production Company: WTFN Entertainment  
 Production Supervisor: Hannah Hopes
- Feb 2022 – Jul 2022    Space Invaders (S2) – Digital Content Creator Intern**  
 Production Company: WTFN Entertainment  
 Production Supervisor: Derek Dyson
- Aug 2022 – Dec 2022    THINK ABOUT IT (Music Video) – Co-Producer**  
 Artist: Tommii (ft. Chelsea Knight)  
 Director: Ella Boon  
 Co-Producer: Angela Lopez
- Feb 2021 – Jun 2021    Defective (16mm Student Short) – Producer**  
 Affiliation: Swinburne University of Technology  
 Director: Jake Cawfield

## CERTIFICATIONS & SKILLS

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- Valid Working With Children Check
- Valid Driver's License
- Crew Contracting and Deal Memos
- Supplier & Equipment Agreements
- Call Sheets, Daily Prep Schedules & Daily Progress Reports
- Crew Per Diems
- Working knowledge in Entertainment Partners software: Movie Magic Budgeting, Scenechronise
- Proficient in TPH Global systems: Digital Forms, EzyPO & Digital Paper Flow
- Proficient in Microsoft Office (Excel, PowerPoint, Word, Outlook, Teams)
- Proficient in Google (Docs, Gmail, Calendar, Sheets)
- Proficient in the Adobe Suite (Premiere Pro, After Effects, Photoshop, Acrobat, Experience Manager)

## EDUCATION

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**Tertiary**  
**Feb 2020 – Nov 2023**

**Bachelor of Film and Television (Honours)**

Swinburne University of Technology

- Areas of study include directing, producing, cinematography, scriptwriting, editing, sound design, and academic journalling.
- Advanced Minor in Visual Effects and 3D modelling.

## REFEREES

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