



Megan Dubey

STUDIO COORDINATOR

Skills

Creative Thinking

Leadership and Teamwork

Creative Writing

Confident and Friendly Manner

Good Communication

Energetic work attitude

Good organisational skills

Determination and Persistence

Links

[Portfolio website](#)

Profile

Enthusiastic and dedicated Film production Graduate with a passion for creating an emotional impact through film. Experienced across a variety of media roles and an innovative involvement in various film opportunities. An intermediate with a developed understanding of the industry and a consistent determination to succeed and eagerness to learn. Adept in working with others in addition to superb communication skills and unique creative perspective.

Employment History

Studio Coordinator, QVC, Chiswick

SEPTEMBER 2022 – PRESENT

- Organising and preparing products and stocks
- Creative display of products and studio design
- To liaise with Guests, Presenters, Producers, BTO's and Directors
- Managing a live studio floor and studio equipment such as mics and monitors, H&S, Studio counts and signals
- Time management, admin and customer service

Camera assistant, HKalsiPhotography, Hounslow

AUGUST 2021 – AUGUST 2022

Hired to film performances backstage at Wickham and Womad festival.

Responsibilities included:

- Organising, loading and unloading equipment
- Setting up and positioning camera
- Camera operating
- Liaise with festival crew and performers
- Ability work in a fast paced environment
- Competence and artistic initiative

Apprentice, CNHxJLPxQuiet Storm, London

OCTOBER 2021 – APRIL 2022

In partnership with Create Not Hate, John Lewis Partnership and Quiet Storm, I got the opportunity to work as an apprentice within the advertising industry. After being given the brief 'Made in the UK,' my idea got chosen and I participated in the development process such as photography studios, publication printing, interviews and content design.

Diversity & inclusion content creator, Waitrose & Partners, Raynes Park

FEBRUARY 2022 – AUGUST 2022

Film and edit short interviews with partners at Waitrose for the 'diversity and inclusion website' in order to get to know the person behind the uniform and raise awareness.

Self Employed, Pinnacle Crew, London

DECEMBER 2021 – AUGUST 2022

Hired to assist in organising a variety of events including, film, TV and theatre productions, royal events, weddings etc. Skills and abilities:

- Exceptional teamwork and fluency
- Excel in fast paces and challenging environments
- Heavy lifting and health and safety
- Practice with specialist tools and equipment
- Time-sheets and invoices

Supervisor, Waitrose and Partners, Twickenham

JULY 2017 – SEPTEMBER 2022

- Managing section Rota's and time scheduling
- Authorising restricted sales, cash refunds
- Cashing up and Cash office admin
- Responsible for maintaining customer satisfaction
- Motivating partners
- Variety of ad-hoc request

Education

BA (Hons) degree in Film Production, University for the creative arts, Farnham

SEPTEMBER 2016 – JUNE 2020

Classification: Second Class - Upper Division (2.1)

During my degree I practiced a variety of roles with in the Film industry. I have developed an understanding of Film treatments, practice in Writing and Directing, Production admin and research. A BA (Hons) degree has provided me with professional experience and knowledge of the Film industry and an eagerness to progress.

References

References available upon request